

**Expense Report****Report Name : June TAC Expenses (06/01/2019)****User Name :** Smatresk, Neal J.**User ID :** 11012038**Report Header****Policy :** Travel Policy**Business Purpose :** Travel to San Diego for annual APLU conference in Nov 2019**Report Id :** BCF88D0EF06B4954953A**Report Date :** 06/13/2019**Approval Status :** Submitted & Pending Approval**Currency :** US, Dollar**\*Department :** Office of the President (100000)**\*Project :** NONE (NONE)**\*Fund Cat :** Designated Operating-Managed (200)**\*Fund :** Designated Tuition (830001)**\*Function :** Institutional Support (550)**\*Program :** NONE (NONE)**\*Purpose :** NONE (NONE)**\*Site :** NONE (NONE)**\*PC Business Unit :** NONE (NONE)**\*Activity :** NONE (NONE)**\*Report/Trip Purpose :** Other (Other)**\*Final Report? :** Yes (Y)**\*Does this trip contain personal travel? :** No (N)

<b>Hotel</b>						
<b>Transaction Date</b>	<b>Expense Type</b>	<b>Business Purpose</b>	<b>Vendor</b>	<b>City of Purchase</b>	<b>Payment Type</b>	<b>Amount</b>
06/29/2019	Hotel	USU CADE Conf - Smatresk	RENAISSANCE HTLS WATER	Boston	*CITI-TAC	\$592.86
06/14/2019	Hotel	Alumni Events San Antonio - tax refund	Hilton Hotels	San Antonio	*CITI-TAC	\$-32.59
06/13/2019	Hotel	Feb BoR meeting - tax refund	Hilton Hotels	Dallas	*CITI-TAC	\$-9.12
06/13/2019	Hotel	May BoR Mtg - tax refund	Omni Hotels	Dallas	*CITI-TAC	\$-9.12
06/10/2019	Hotel	Alumni Events Houston - tax refund	HOUSTONIAN HOTEL FD	Houston	*CITI-TAC	\$-15.00
06/10/2019	Hotel	Legislative Sessions Feb18&19 - tax refund	Omni Hotels	Austin	*CITI-TAC	\$-47.88
06/10/2019	Hotel	Legislative Sessions Feb5&6 - tax refund	Omni Hotels	Austin	*CITI-TAC	\$-23.34

06/10/2019	Hotel	Legislative Sessions April23&24 - tax refund	Omni Hotels	Austin	*CITI-TAC	\$-10.50
06/02/2019	Hotel	APLU Conf Nov2019 - Rohwer	Hilton Hotels	San Diego	*CITI-TAC	\$280.73
06/02/2019	Hotel	APLU Conf Nov2019 - Smatresk	Hilton Hotels	San Diego	*CITI-TAC	\$280.73

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<b>Report Total :</b>	\$1,006.77
<b>Personal Expenses :</b>	\$0.00
<b>Total Amount Claimed :</b>	\$1,006.77
<b>Amount Approved :</b>	\$1,006.77
<b>University Disbursements</b>	
<b>Amount Due User :</b>	\$0.00
<b>Amount Due University Card :</b>	\$1,006.77
<b>Total Paid By University :</b>	\$1,006.77
<b>User Disbursements</b>	
<b>Amount Due University :</b>	\$0.00
<b>Amount Due University Card From User :</b>	\$0.00
<b>Total Paid By User :</b>	\$0.00

---



# OMNI HOTELS & RESORTS®

## dallas

**Dr Neal Smatresk**  
**1112 DALLAS DR. SUITE 4000**  
**Denton TX 76205United States**

Room No. : 1447  
 Arrival : 05-22-19  
 Departure : 05-23-19  
 Page No. : 1 of 1  
 Folio No. : 1224113  
 Conf. No. : 1381390  
 Cashier No. : 156

### INFORMATION INVOICE

Membership No. :  
 A/R Number :  
 Group Code :  
 Company Name : Government

06-13-19

Date	Description	Charges	Payments
05-22-19	Deposit Transfer		171.74
05-22-19	Valet Overnight	34.00	
05-22-19	Parking Tax	2.81	
05-22-19	Room Charge	149.00	
05-22-19	2% Tourism PID Fee	2.98	
05-22-19	6% State Occupancy Tax	9.12	
05-22-19	7% City Occupancy Tax	10.64	
05-23-19	MasterCard		36.81
	XXXXXXXXXXXX XX/XX		
06-13-19	Adj State Occupancy Tax	-9.12	
	state tax exempt		
06-13-19	MasterCard		-9.12
	XXXXXXXXXXXX XX/XX		
<b>Total</b>		<b>199.43</b>	<b>199.43</b>
<b>Balance</b>			<b>0.00</b>

**Thank you for staying at the Omni Dallas Hotel.**

555 South Lamar Street  
 Dallas, TX 75202  
 Tel:214-744-6664 Fax:214-979-4595  
 Reservations: 1-800-843-6664

# OMNI® HOTELS & RESORTS

## downtown | austin

Dr Neal Smatresk  
1112 DALLAS DR. SUITE 4000  
Denton TX 76205  
United States

### INFORMATION INVOICE

Membership No :  
A/R Number :  
Company Name :

Room No. : 1403  
Arrival : 02/05/19  
Departure : 02/06/19  
Folio No. :  
Conf. No. : 2345432  
Cashier No. : 74  
Custom Ref. :  
Page No. : 1 of 1

Date	Description	Charges	Payment
02/05/19	Room Charge	389.00	
02/05/19	6% State Occupancy Tax	23.34	
02/05/19	9% City Occupancy Tax	35.01	
02/06/19	MasterCard XX/XX		447.35
02/06/19	Self Park Overnight self parking Self Park Overnight	32.00	
02/06/19	Sales Tax	2.64	
02/06/19	MasterCard XX/XX		34.64
06/10/19	State Occupancy Tax Exemption STATE TAX EXEMPT	-23.34	
06/10/19	MasterCard XX/XX		-23.34
<b>Total</b>		458.65	458.65
<b>Balance</b>			<b>0.00</b>

**Thank you for staying at Omni Hotels & Resorts**

# OMNI® HOTELS & RESORTS

## downtown | austin

Dr Neal Smatresk  
1112 DALLAS DR. SUITE 4000  
Denton TX 76205  
United States

Room No. : 1908  
Arrival : 02/18/19  
Departure : 02/20/19  
Folio No. :  
Conf. No. : 2345456  
Cashier No. : 3183  
Custom Ref. :  
Page No. : 1 of 1

### INFORMATION INVOICE

Membership No :  
A/R Number :  
Company Name :

Date	Description	Charges	Payment
02/18/19	Room Charge	399.00	
02/18/19	6% State Occupancy Tax	23.94	
02/18/19	9% City Occupancy Tax	35.91	
02/19/19	Room Charge	399.00	
02/19/19	6% State Occupancy Tax	23.94	
02/19/19	9% City Occupancy Tax	35.91	
02/19/19	Self Park Overnight	32.00	
02/19/19	Sales Tax	2.64	
02/20/19	MasterCard		952.34
	XX/XX		
06/10/19	State Occupancy Tax Exemption	-23.94	
	STATE TAX EXEMPT		
06/10/19	State Occupancy Tax Exemption	-23.94	
	STATE TAX EXEMPT		
06/10/19	MasterCard		-47.88
	XX/XX		
<b>Total</b>		904.46	904.46
<b>Balance</b>			<b>0.00</b>

Thank you for staying at Omni Hotels & Resorts

# OMNI® HOTELS & RESORTS

## downtown | austin

Dr Neal Smatresk  
1112 DALLAS DR. SUITE 4000  
Denton TX 76205  
United States

Room No. : 1620  
Arrival : 04/23/19  
Departure : 04/24/19  
Folio No. :  
Conf. No. : 2807650  
Cashier No. : 2903  
Custom Ref. :  
Page No. : 1 of 1

### INFORMATION INVOICE

Membership No :  
A/R Number :  
Company Name :

Date	Description	Charges	Payment
04/23/19	Room Charge	175.00	
04/23/19	6% State Occupancy Tax	10.50	
04/23/19	9% City Occupancy Tax	15.75	
04/24/19	Self Park Overnight	32.00	
	1 Night Self Park Self Park Overnight		
04/24/19	Sales Tax	2.64	
04/24/19	MasterCard		235.89
	XX/XX		
06/10/19	State Occupancy Tax Exemption	-10.50	
	STATE TAX EXEMPT		
06/10/19	MasterCard		-10.50
	XX/XX		
<b>Total</b>		225.39	225.39
<b>Balance</b>			<b>0.00</b>

Thank you for staying at Omni Hotels & Resorts



HILTON ANATOLE DALLAS  
2201 STEMMONS FREEWAY  
DALLAS, TX 75207  
United States of America  
TELEPHONE 214-748-1200 • FAX 214-761-7520  
Reservations  
www.hilton.com or 1 800 HILTONS

SMATRESK, NEAL

1112 DALLAS DRIVE 4000

DENTON TX 76205

UNITED STATES OF AMERICA

Room No: 6167/K1  
Arrival Date: 2/14/2019 5:18:00 PM  
Departure Date: 2/15/2019 8:04:00 AM  
Adult/Child: 1/0  
Cashier ID: GARREDONDO  
Room Rate: 149.00  
AL:  
HH #  
VAT #  
Folio No/Che 2447951 A

Confirmation Number: 3527959976

HILTON ANATOLE DALLAS 6/13/2019 3:29:00 PM

DATE	DESCRIPTION	ID	REF NO	CHARGES	CREDIT	BALANCE
2/14/2019	PARKING - VALET OVERNIGHT*	SNT	14673952	\$31.00		
2/14/2019	STATE SALES TAX	SNT	14673952	\$1.94		
2/14/2019	CITY SALES TAX	SNT	14673952	\$0.31		
2/14/2019	MTA TAX	SNT	14673952	\$0.31		
2/15/2019	MC *	DJD	14674224		(\$205.30)	
6/13/2019	GUEST ROOM	DJD	15035771	\$149.00		
6/13/2019	TOURISM PID REIMBURSEMENT FEE	DJD	15035771	\$2.98		
6/13/2019	CITY ROOM OCC TAX	DJD	15035771	\$10.64		
6/13/2019	MC *	DJD	15035776	\$9.12		
				**BALANCE**		\$0.00

CREDIT CARD DETAIL

APPR CODE 094984  
CARD NUMBER MC \*  
TRANSACTION ID 14674224

MERCHANT ID 198242  
EXP DATE 06/21  
TRANS TYPE Sale



THE HOUSTONIAN  
HOTEL, CLUB & SPA

INVOICE

Dr Neal Smatresk  
United States

Member# :  
Room No. : 264  
Arrival : 04-04-19  
Departure : 04-05-19  
Page No. : 1 of 1  
Folio No. : 704428  
User ID : SSMITH

Group Name : Univ Of North TX  
Company Name : University Of North Texas

Date	Text	Reference	Charges	Credits
04-04-19	Group EP Room		250.00	
04-04-19	Occupancy Tax		42.50	
04-05-19	MasterCard			292.50
06-10-19	Adj Occupancy Tax	Adj Sales Tax, Tax Exempt	-15.00	
06-10-19	MasterCard	Refund from Occupancy tax exemption		-15.00
Total			277.50	277.50
Balance				0.00

For Reservation Packages Visit [www.houstonian.com](http://www.houstonian.com)

111 North Post Oak Lane Houston, Texas 77024 (713) 680-2626 [www.houstonian.com](http://www.houstonian.com)



HILTON PALACIO DEL RIO  
200 SOUTH ALAMO ST  
SAN ANTONIO, TX 78205  
United States of America  
TELEPHONE 210-222-1400 • FAX 210-270-0761  
Reservations  
www.hilton.com or 1 800 HILTONS

SMATRESK, NEAL

1112 DALLAS DRIVE 4000

DENTON TX 76205

UNITED STATES OF AMERICA

Room No: 1826/K1  
Arrival Date: 2/15/2019 5:51:00 PM  
Departure Date: 2/16/2019 11:39:00 AM  
Adult/Child: 2/0  
Cashier ID: PGALV1  
Room Rate: 179.00  
AL:  
HH #  
VAT #  
Folio No/Che 1249168 A

Confirmation Number: 3527446231

HILTON PALACIO DEL RIO 6/14/2019 5:14:00 PM

DATE	DESCRIPTION	ID	REF NO	CHARGES	CREDIT	BALANCE
2/15/2019	GUEST ROOM	NPAYNE	6529902	\$179.00		
2/15/2019	SA TOURISM PID FEE1.25%	NPAYNE	6529902	\$2.24		
2/15/2019	STATE OCC TAX 6%	NPAYNE	6529902	\$10.87		
2/15/2019	CITY OCC TAX 9%	NPAYNE	6529902	\$16.31		
2/15/2019	COUNTY OCC TAX 1.75%	NPAYNE	6529902	\$3.17		
2/16/2019	MC *	HROBLES	6530672		(\$211.59)	
	REF=0001249168-02088747 CHIP 05 Application Label: CREDIT TC: A2B09A597AD6A000 TVR: 0000008000					
6/14/2019	STATE OCCUPANCY TAX ALLW / EXEMPT	PGALV1	6676195		(\$10.87)	
6/14/2019	CITY OCCUPANCY TAX ALLW / EXEMPT	PGALV1	6676196		(\$16.31)	
6/14/2019	COUNTY OCCUPANCY TAX ALLW / EXEMPT	PGALV1	6676197		(\$3.17)	
6/14/2019	SA TOURISM FEES ALLOW / EXEMPT	PGALV1	6676198		(\$2.24)	
6/14/2019	MC *	PGALV1	6676199	\$32.59		
**BALANCE**						\$0.00

THANK YOU FOR STAYING AT THE HILTON PALACIO DEL RIO! "This hotel is owned and managed by Zachry Hospitality  
Under a license agreement-Granted by Hilton Hotels and Resorts"

741	SMATRESK/NEAL	06/28/19	09:08	41187
ROOM	NAME	RATE	DEPART	TIME
GD	UNT	06/26/19	18:33	ACCT# GROUP
TYPE	1155 UNION CIRCLE DR	ARRIVE	TIME	
22	DENTON TX 76203			
ROOM	ADDRESS	MCXXXXXXXXXXXX		MBV#: 223503873
CLERK	PAYMENT			
DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
06/26	GP ROOM 741, 1	259.00		
06/26	STATETAX 741, 1	37.43		
06/27	GP ROOM 741, 1	259.00		
06/27	STATETAX 741, 1	37.43		
06/28	CCARD-MC ROOM C/O		592.86	
	PAYMENT RECEIVED BY: MASTERCARD XXXXXXXXXXXXX			.00

See our "Privacy & Cookie Statement" on [Marriott.com](https://www.marriott.com/privacy)

**Was that the best night's sleep you have ever had? Have a repeat performance at your place by visiting [CollectRenaissance.com](https://CollectRenaissance.com).**

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.



**Expense Report**  
**Report Name : Mileage/Meals: May 2019**

**User Name :** Smatresk, Neal J.

**User ID :** 11012038

**Report Header**

**Policy :** Travel Policy

**Business Purpose :** Mileage to attend various meetings  
throughout the month of May.

**Report Id :** FA4309F40BE2491B9CB6

**Report Date :** 07/05/2019

**Approval Status :** Not Submitted

**Currency :** US, Dollar

**\*Department :** Office of the President (100000)

**\*Project :** NONE (NONE)

**\*Fund Cat :** Designated Operating-Managed (200)

**\*Fund :** Designated Tuition (830001)

**\*Function :** Institutional Support (550)

**\*Program :** NONE (NONE)

**\*Purpose :** NONE (NONE)

**\*Site :** NONE (NONE)

**\*PC Business Unit :** NONE (NONE)

**\*Activity :** NONE (NONE)

**\*Report/Trip Purpose :** Meeting (Meeting)

**\*Final Report? :** Yes (Y)

**\*Does this trip contain personal travel? :** No (N)

**Lunch**

Transaction Date	Expense Type	Business Purpose	Vendor	City of Purchase	Payment Type	Amount
05/20/2019	Lunch	Lunch Mtg 5/20/19	LSA BURGER	Denton	Out of Pocket	\$37.06

**Personal Car Mileage**

Transaction Date	Expense Type	Business Purpose	Vendor	City of Purchase	Payment Type	Amount
05/30/2019	Personal Car Mileage	Chancellor/Pres Meetings - HSC			Out of Pocket	\$45.82
05/23/2019	Personal Car Mileage	BoR Mtg Mileage - return			Out of Pocket	\$23.20
05/22/2019	Personal Car Mileage	BoR Mtg Mileage			Out of Pocket	\$23.78
05/15/2019	Personal Car Mileage	Frisco Mayor Address			Out of Pocket	\$38.28
05/09/2019	Personal Car Mileage	Funeral - Donor			Out of Pocket	\$27.26

<b>Report Total :</b>	\$195.40
<b>Personal Expenses :</b>	\$0.00
<b>Total Amount Claimed :</b>	\$195.40
<b>Amount Approved :</b>	\$195.40
<b>University Disbursements</b>	
<b>Amount Due User :</b>	\$195.40
<b>Amount Due University Card :</b>	\$0.00
<b>Total Paid By University :</b>	\$195.40
<b>User Disbursements</b>	
<b>Amount Due University :</b>	\$0.00
<b>Amount Due University Card From User :</b>	\$0.00
<b>Total Paid By User :</b>	\$0.00

---

LSA Burger  
113 W Hickory St  
Denton TX 76201

Server: Scott                      DOB: 05/20/2019  
12:11 PM                              05/20/2019  
Table 250/1                           5/50002

SALE

VISA                                      6291457  
Card #XXXXXXXXXX [REDACTED]  
Magnetic card present: Yes  
Card Entry Method: S

Approval: 03910D

Amount:                      \$27.06

+ Tip:                      10.00

= Total:                      37.06

I agree to pay the above  
total amount according to the  
card issuer agreement.

X [Signature]

Thank you for dining with us.  
Please come visit again.

GUEST COPY

LSA Burger  
113 W Hickory St  
Denton TX 76201

Server: Scott DOB: 05/20/2019  
12:11 PM 05/20/2019  
Table 250/1 5/50002

SALE

VISA 6291457

Card #XXXXXXXXXX  
Magnetic card present: Yes  
Card Entry Method: S

Approval: 03910D

Amount: \$27.06

+ Tip: 10.00

= Total: 37.06

I agree to pay the above  
total amount according to the  
card issuer agreement.

X [Signature]  
Thank you for dining with us.  
Please come visit again.

GUEST COPY

LSA Burger  
113 W Hickory St  
Denton TX 76201

Server: Scott 05/20/2019  
Table 250/1 12:11 PM  
Guests: 0 50002

Iced Tea (2 @2.50) 5.00  
CRAB CAKE SALAD (2 @10.00) 20.00

Subtotal 25.00  
Tax 2.06

Total 27.06

Balance Due 27.06

Thank you for dining with us.  
Please come visit again.



# Centrally Billed Travel Card (TAC) Statement Reconciliation voucher

TRAVELER	NEAL SMATRESK
EMPL ID	11012038
PERIOD	04/04/19 - 05/03/19
STATEMENT TOTAL	2,058.52
ACCT	

Before signing and sending to the UNT Travel office, please be sure ALL transactions have a detailed receipt and a valid chart string.

1. Send this completed and signed document with all receipts and backup to [travelvouchers@untystem.edu](mailto:travelvouchers@untystem.edu)

I certify that the information provided in this document is true and correct.			
Traveler/Cardholder: Neal Smatresk		Additional approval: Lesa Roe	
Signature: 	Date 6/20/19	Lesa B. Roe <small>Digitally signed by Lesa B. Roe Date: 2019.07.05 05:50:57 -05'00'</small>	
Account holder: Ruby Raines		Additional approval: - - -	
Signature: 	Date 7/5/19	Signature: _____ Date _____	

NOTES TO TRAVEL DEPT.:

[illegible]

*MI CASITA*  
110 N CARROLL BLVD  
DENTON, TX 76201  
05/01/2019 11:56:04  
CREDIT CARD  
MC SALE  
Card # XXXXXXXXXXXX  
SEQ #: 22  
Batch #: 800  
INVOICE 22  
Approval Code: 093828  
Entry Method: Swipe  
Mode: Online  
PRE-TIP AMT \$22.70  
TIP \_\_\_\_\_  
TOTAL AMOUNT \_\_\_\_\_

TIP LINE

CUSTOMER COPY

Working lunch btw  
Dr. Smartresk &  
Elizabeth With.  
Discussing student affairs  
& strategic planning

# OMNI® HOTELS & RESORTS

## downtown | austin

Dr Neal Smatresk  
1112 DALLAS DR. SUITE 4000  
Denton TX 76205  
United States

Room No. : 1620  
Arrival : 04/23/19  
Departure : 04/24/19  
Folio No. : 99386  
Conf. No. : 2807650  
Cashier No. : 2903  
Custom Ref. :  
Page No. : 1 of 1

### INFORMATION INVOICE

Membership No :  
A/R Number :  
Company Name :

Date	Description	Charges	Payment
04/23/19	Room Charge	175.00	
04/23/19	6% State Occupancy Tax	10.50	
04/23/19	9% City Occupancy Tax	15.75	
04/24/19	Self Park Overnight	32.00	
	1 Night Self Park Self Park Overnight		
04/24/19	Sales Tax	2.64	
04/24/19	MasterCard		235.89
	/XX		
		<b>Total</b>	<b>235.89</b>
		<b>Balance</b>	<b>0.00</b>

*Request to Refund*

Thank you for staying at Omni Hotels & Resorts

*Hotel stay during legislative sessions & to attend meetings w/  
UNT affiliates in Austin.*

*Tax refunded in June statement*



## Watts, Krista

---

**From:** Smatresk, Neal  
**Sent:** Tuesday, April 16, 2019 3:50 PM  
**To:** Watts, Krista; Dunn, Louise; Raines, Ruby  
**Subject:** FW: [EXT] Your trip confirmation-VLQHRC 23APR

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**From:** American Airlines <no-reply@notify.email.aa.com>  
**Date:** Tuesday, April 16, 2019 at 3:29 PM  
**To:** "Smatresk, Neal" <Neal.Smatresk@unt.edu>  
**Subject:** [EXT] Your trip confirmation-VLQHRC 23APR



Hello Neal Smatresk!

*Travel to Austin, TX  
for legislative session  
meetings & dinner  
w/ legislators to discuss  
UNT strategic plan &  
impact*

Issued: Apr 16, 2019



## Your trip confirmation and receipt

Record locator: **VLQHRC**

Manage Your Trip

---

Tuesday, April 23, 2019

DFW

10:50 AM

Dallas/Fort Worth



AUS

11:54 AM

Austin

Seats: 8B

Class: Economy (M)

Meals:

American Airlines 1584

Free entertainment with the American app »

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Wednesday, April 24, 2019

AUS

9:53 AM

Austin

American Airlines 1176



DFW

11:00 AM

Dallas/Fort Worth

Seats: 10E

Class: Economy (G)

Meals:

---

Neal Smatresk

AAdvantage #

Ticket # 0012349240092

---

## Your trip receipt



Master Card XXXXXXXXXXXXX

### **Neal Smatresk**

FARE-USD	\$ 475.34
TAXES AND CARRIER-IMPOSED FEES	\$ 64.25
<b>TICKET TOTAL</b>	<b>\$ 539.59</b>

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Hotel offers



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### Baggage Information

Baggage charges for your itinerary will be governed by American Airlines BAG ALLOWANCE - DFWAUS-No free checked bags/ American Airlines BAG ALLOWANCE -AUSDFW-No free checked bags/ American Airlines 1STCHECKED BAG FEE-DFWAUS-USD0.00/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM 1STCHECKED BAG FEE-AUSDFW-USD0.00/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM 2NDCHECKED BAG FEE-DFWAUS-USD0.00/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM 2NDCHECKED BAG FEE-AUSDFW-USD0.00/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY

If you have purchased a NON-REFUNDABLE fare the itinerary must be canceled before the ticketed departure time of the first unused coupon or the ticket has NO VALUE.. If the fare allows changes, a fee may be assessed for changes and restrictions may apply.

You have up to 24 hours from the time of ticket purchase to receive a full refund if you booked at least 2 days before departure. You must log in on aa.com or Contact Reservations to cancel. Once cancelled, your refund will be processed automatically.[Refund Policy>>](#).

Some American Airlines check-in counters do not accept cash as a form of payment. For more information, visit our [Airport Information](#) page.

### SERVICE & SUPPORT ANIMAL REQUIREMENTS

For travel on or after April 1, 2019, the policy for traveling with Emotional Support and Service animals has changed. Visit [Traveling with Service Animals](#) for more information.



Some everyday products, like e-cigarettes and aerosol spray starch, can be dangerous when transported on the aircraft in carry-on and/or checked baggage. Changes in temperature or pressure can cause some items to leak, generate toxic fumes or start a fire. Carriage of prohibited items may result in fines or in certain cases imprisonment. Please ensure there are no forbidden hazardous materials in your baggage like:

Some Lithium batteries (e.g. spares in checked baggage, batteries over a certain size), Explosives / Fireworks, Strike anywhere matches/ Lighter fluid, Compressed gases / Aerosols Oxygen bottles/ Liquid oxygen, Flammable liquids, Pesticides/ Poison, Corrosive material.

There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage, spare lithium batteries for most consumer electronic devices in carry-on baggage, and certain smoking materials carried on your person.

Certain items are required to be carried with you onboard the aircraft. For example, spare lithium batteries for portable electronic devices, cigarette lighters and e-cigarettes must be removed from checked or gate-checked baggage and carried onboard the aircraft. However, e-cigarettes may not be used on-board the aircraft.

Traveling with medical oxygen, liquid oxygen, mobility aids and other assistive devices may require airline pre-approval or be restricted from carriage entirely. Passengers requiring these items should contact the airline operator for information on use of such devices.

To change your reservation, please call 1-800-433-7300 and refer to your record locator.

#### **NOTICE OF INCORPORATED TERMS OF CONTRACT**

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You can obtain additional information on items 1 through 6 above at any U.S. location where the transporting air carrier's tickets are sold. You have the right to inspect the full text of each transporting air carrier's terms at its airport and city ticket offices. You also have the right, upon request, to receive (free of charge) the full text of the applicable terms incorporated by reference from each of the transporting air carriers. Information on ordering the full text of each air carrier's terms is available at any U.S. location where the air carrier's tickets are sold or you can click on the Conditions of Carriage link below.

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NRID: 6252274858131615282942200



## Watts, Krista

---

**From:** Smatresk, Neal  
**Sent:** Thursday, June 13, 2019 9:43 AM  
**To:** Watts, Krista  
**Subject:** Fw: [EXT] Your trip confirmation-VPJAON 15APR

---

**From:** American Airlines <no-reply@notify.email.aa.com>  
**Sent:** Wednesday, April 10, 2019 8:27 PM  
**To:** Smatresk, Neal  
**Subject:** [EXT] Your trip confirmation-VPJAON 15APR

American Airlines 

Hello Neal Smatresk!

Issued: Apr 10, 2019

*Ticket change free  
for return trip  
from Hong Kong to  
DFW after collaboration  
meetings with NetDragon  
& Partner  
University*



### Your trip confirmation and receipt

Record locator: **VPJAON**

[Manage Your Trip](#)

---

Monday, April 15, 2019

HKG

2:20 PM

Hong Kong

American Airlines 126



DFW

4:05 PM

Dallas/Fort Worth

Seats: 11J

Class: Business (I)

Meals:

Free entertainment with the American app »

Neal Smatresk

AAdvantage #

Ticket # 0012348021713

## Your trip receipt



Exchange, Master Card

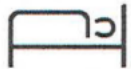
**Neal Smatresk**

ADDITIONAL FARE COLLECTION

\$ 87.10

TICKET CHANGE

\$ 400.00



Hotel offers



Car rental offers




Buy trip insurance



SuperShuttle


Up to 35% off base rates  
+ 500 bonus miles

 **Budget**



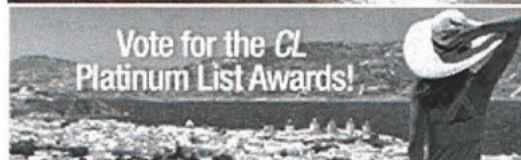
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Buy or gift miles today 



**Vote for the CL  
Platinum List Awards!**



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Additional Services are subject to credit card approval at time of ticketing. Additional Services may appear on multiple accompanied documents as a matter of reference.

### **Baggage Information**

Baggage charges for your itinerary will be governed by American Airlines BAG ALLOWANCE - HKGDFW-02 Pieces/ American Airlines /EACH PIECE UP TO 70 POUNDS/32 KILOGRAMS AND UP TO 62 LINEAR INCHES/158 LINEAR CENTIMETERS

CARRY ON ALLOWANCE HKGDFW-02 Pieces/ American Airlines 01/UP TO 40 LINEAR INCHES/101 LINEAR CENTIMETERS 01/UP TO 45 LINEAR INCHES/115 LINEAR CENTIMETERS ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY EMBARGOES-APPLY TO EACH PASSENGER HKGDFW-AA PET IN CABIN NOT PERMITTED OVER 100 POUNDS/45 KILOGRAMS NOT PERMITTED

If you have purchased a NON-REFUNDABLE fare the itinerary must be canceled before the ticketed departure time of the first unused coupon or the ticket has NO VALUE.. If the fare allows changes, a fee may be assessed for changes and restrictions may apply.

You have up to 24 hours from the time of ticket purchase to receive a full refund if you booked at least 2 days before departure. You must log in on aa.com or Contact Reservations to cancel. Once cancelled, your refund will be processed automatically. Refund Policy>>.

**Some American Airlines check-in counters do not accept cash as a form of payment. For more information, visit our Airport Information page.**

### **SERVICE & SUPPORT ANIMAL REQUIREMENTS**

For tickets issued on or after July 1, 2018, customers traveling with emotional support animals are required to submit documents to our Special Assistance Desk at least 48 hours in advance of travel for cabin accommodation. Your animal must be trained to behave properly in public. During your journey, if any form of disruptive behavior is observed that cannot be successfully corrected or controlled, your animal will not be permitted to fly with you in the cabin. Visit [Traveling with Service Animals](#) for more information.



Some everyday products, like e-cigarettes and aerosol spray starch, can be dangerous when transported on the aircraft in carry-on and/or checked baggage. Changes in temperature or pressure can cause some items to leak, generate toxic fumes or start a fire. Carriage of



prohibited items may result in fines or in certain cases imprisonment. Please ensure there are no forbidden hazardous materials in your baggage like:

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Electronic tickets are NOT TRANSFERABLE. Tickets with nonrestrictive fares are valid for one year from original date of issue. If you have questions regarding our refund policy, please visit [www.aa.com/refunds](http://www.aa.com/refunds).

To change your reservation, please call 1-800-433-7300 and refer to your record locator.

**Chemical sprays on international flights** Flights to and from certain countries require insecticide treatment (a process known as disinsection) inside the cabin for insect and disease control. The U.S. Department of Transportation provides full information about the spray and the countries required to use it. Aircraft disinsection requirements.

Check-in lines will vary by departure location. In order to determine the time you need to check-in at the airport, please visit [www.aa.com/airportexpectations](http://www.aa.com/airportexpectations).

If you are traveling internationally, please ensure that you have the proper documentation. All necessary travel documents for the countries being visited must be presented at airport check-in. Check with the consulate of these countries to determine the documents required. Additional information can be found at International Travel.

We place limitations on checked baggage and boxes on some flights to Mexico, the Caribbean and Central and South America. To confirm what you can take on your journey please see Baggage Limitations.

## **NOTICE OF INCORPORATED TERMS OF CONTRACT**

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If you have a customer service issue, please Contact AA..

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NRID: 6256501125541020274558700



# INVOICE

Guest/Company : Dr Neal Joseph Smatresk  
Address :  
United States

Room No. : 2314  
No. of Person : 1 / 0  
Folio No. : 477482  
Arrival : 09-04-19  
Departure : 10-04-19  
Res. No. : 695857

Page No. : 1 of 1

11/06/19 06:20:44

Date	Details	Reference	Debit HKD	Credit HKD
10-04-19	The Market Food-BF	Room# 2314 : CHECK# 138882 [10979]	596.00	
10-04-19	The Market Tips-BF	Room# 2314 : CHECK# 138882 [10979]	60.00	
10-04-19	The Market Service Charge-BF	Room# 2314 : CHECK# 138882 [10979]	60.00	
10-04-19	Master Card*			716.00
Total			716.00	716.00
Total Balance				0.00

Dinner in Hong Kong during travel to Fuzhou, China  
for collaboration mtgs w/ Net Dragon & other universities.  
Dinner attendees include President Smatresk,  
VP Deb Kohner, & VP Adam Fein

I agree that my liability for this hotel bill is not waived and agree to be held personally liable in the event the indicated person company or association fails to pay for any part or the full amount of these charges.

Guest Signature : \_\_\_\_\_



17 Science Museum Road, Tsim Sha Tsui East, Kowloon, Hong Kong.  
T +852 3400 1000 F +852 3400 1001 www.hotel-icon.com



# INVOICE

Guest/Company : Dr Neal Joseph Smatresk  
Address :  
United States

Room No. : 2314  
No. of Person : 1 / 0  
Folio No. : 477484  
Arrival : 09-04-19  
Departure : 10-04-19  
Res. No. : 695857

Page No. : 1 of 1

11/06/19 06:21:55

Date	Details	Reference	Debit HKD	Credit HKD
09-04-19	Master Card* XXXXXXXXXXXX			2,387.00
10-04-19	Balance Transfer Room charge from 2319 Mr. Fein Adam Daniel	2319 Fein Adam Daniel #2319=>Smatresk	2,387.00	
Total			2,387.00	2,387.00
Total Balance				0.00

Hotel fee for Adam Fein, in route to Fuzhou, China to meet w/ NetDragon & collaboration universities. Originally charged to Adam's card, but expense was refunded & then charged to Dr. Smatresk, as Deb Rehner's room was also charged to him. For one night stay.

I agree that my liability for this hotel bill is not waived and agree to be held personally liable in the event the indicated person company or association fails to pay for any part or the full amount of these charges.

Guest Signature : \_\_\_\_\_







THE HOUSTONIAN  
HOTEL, CLUB & SPA

INVOICE

Dr Neal Smatresk  
United States

Group Name : Univ Of North TX  
Company Name : University Of North Texas

Member# :  
Room No. : 264  
Arrival : 04-04-19  
Departure : 04-05-19  
Page No. : 1 of 1  
Folio No. : 704428  
User ID : SSMITH

Date	Text	Reference	Charges	Credits
04-04-19	Group EP Room		250.00	
04-04-19	Occupancy Tax		42.50	
04-05-19	MasterCard			292.50
06-10-19	Adj Occupancy Tax	Adj Sales Tax, Tax Exempt	-15.00	
06-10-19	MasterCard	Refund from Occupancy tax exemption		-15.00
			<b>Total</b>	<b>277.50</b>
			<b>Balance</b>	<b>0.00</b>

Hotel stay to attend UNT alumni recognition  
Event in Houston. Included mtgs w/ donors,  
& other UNT affiliates.  
Tax refunded in June statement

For Reservation Packages Visit [www.houstonian.com](http://www.houstonian.com)

111 North Post Oak Lane Houston, Texas 77024 (713) 680-2626 [www.houstonian.com](http://www.houstonian.com)

**Fw: [EXT] Your trip confirmation-CWUWTD 04APR**

Smatresk, Neal

Thu 6/13/2019 10:10 AM

To: Watts, Krista <Krista.Watts@unt.edu>

---

**From:** American Airlines <no-reply@notify.email.aa.com>

**Sent:** Wednesday, April 3, 2019 9:19 AM

**To:** Smatresk, Neal

**Subject:** [EXT] Your trip confirmation-CWUWTD 04APR

*Travel to Houston for  
alumni event &  
fundraising*

**American Airlines** 



---

Hello Neal Smatresk!

Issued: Apr 3, 2019

## Your trip confirmation and receipt

Record locator: **CWUWTD**

[Manage Your Trip](#)

---

Thursday, April 4, 2019

DFW

**2:35** PM

Dallas/Fort Worth



IAH

**3:45** PM

Houston George Bush

Seats: 8F

Class: Economy (G)

Meals:

American Airlines 22

Free entertainment with the American app »

---

Friday, April 5, 2019

IAH

8:26 AM

Houston George Bush



DFW

9:45 AM

Dallas/Fort Worth

Seats: 8C

Class: Economy (G)

Meals:

American Airlines 2378

Neal Smatresk

AAdvantage #

Ticket # 0012346509454

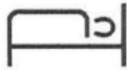
## Your trip receipt



Master Card

### Neal Smatresk

FARE-USD	\$ 416.74
TAXES AND CARRIER-IMPOSED FEES	\$ 59.86
<b>TICKET TOTAL</b>	<b>\$ 476.60</b>



Hotel offers



Car rental offers



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SuperShuttle

Up to 35% off base rates  
+ 500 bonus miles

Budget

**Discover**  
Northern Michigan

PURE MICHIGAN

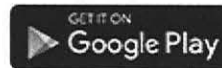
PREPAY. PARK. GO.

☒ FLIGHT ☒ HOTEL  
☒ PREPAID PARKING

\*Save time and money. Book online only at [dfwairport.com/park](http://dfwairport.com/park) and save up to 50%.

Vote for the **CL**  
Platinum List Awards!

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## Baggage Information

Baggage charges for your itinerary will be governed by American Airlines BAG ALLOWANCE - DFWIAH-No free checked bags/ American Airlines BAG ALLOWANCE -IAHDFW-No free checked bags/ American Airlines 1STCHECKED BAG FEE-DFWIAH-USD0.00/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM 1STCHECKED BAG FEE-IAHDFW-USD0.00/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM 2NDCHECKED BAG FEE-DFWIAH-USD0.00/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM 2NDCHECKED BAG FEE-IAHDFW-USD0.00/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY

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NRID: 1333313360440309182404200

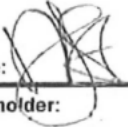



# Centrally Billed Travel Card (TAC) Statement Reconciliation voucher

TRAVELER	NEAL SMATRESK
EMPL ID	11012038
PERIOD	02/04/19 - 03/03/19
STATEMENT TOTAL	14,314.42
ACCT	

Before signing and sending to the UNT Travel office, please be sure ALL transactions have a detailed receipt and a valid chart string.

1. Send this completed and signed document with all receipts and backup to [travelvouchers@untsystem.edu](mailto:travelvouchers@untsystem.edu)

I certify that the information provided in this document is true and correct.			
Traveler/Cardholder: Neal Smatresk		Additional approval: Lesa Roe	
Signature:  Date 6/20/19		Signature: Lesa B. Roe <small>Digitally signed by Lesa B. Roe Date: 2019.07.05 05:48:18 -05'00'</small> Date	
Account holder: Ruby Raines		Additional approval:	
Signature:  Date 7/5/19		Signature: Date	

NOTES TO TRAVEL DEPT.:

[illegible]

Watts, Krista

From:  
Sent:  
To:  
Subject:

American Airlines <no-reply@notificationemail.aa.com>  
Wednesday, February 27, 2019 4:33 PM  
Watts, Krista  
[EXT] Your trip confirmation-VJSGAE 08APR

w/ approval from Travel, Deb Rohwer's flights to Fuzhou China were purchased on Dr. Smatresk's TMC card. Her ticket was purchased as Business class due to no other options being available. The ticket type was then exchanged w/ Dr. Smatresk's premium economy tickets. The exchange shows in the next statement cycle. In the end, Deb flew premium economy & Dr. Smatresk flew Business.

American Airlines



Hello Debbie Rohwer!

Issued: Feb 27, 2019



## Your trip confirmation and receipt

Record locator: **VJSGAE**

[Manage Your Trip](#)

Monday, April 8, 2019

DFW

10:35 AM

Dallas/Fort Worth

American Airlines 125



HKG

4:10 PM

Hong Kong

Seats: 17E

Class: Pm Econ (W)

Meals: Dinner/snack

Free entertainment with the American app »

Monday, April 15, 2019

FOC  
9:10 AM  
Fuzhou  
Xiamen Airlines 8695



HKG  
10:45 AM  
Hong Kong

Seats: --  
Class: Business (D)  
Meals:

HKG  
2:20 PM  
Hong Kong  
American Airlines 126



DFW  
4:05 PM  
Dallas/Fort Worth

Seats: 11J  
Class: Business (D)  
Meals: Lunch/snack

Debbie  
Rohwer



AAdvantage MileUp™ Card  
No annual fee. Earn a \$50  
statement credit + 10,000  
bonus miles after qualifying  
purchases. [Learn More >>](#)

Earn miles with this trip.

[Join AAdvantage >>](#)

Ticket # 0012339770973

## Your trip receipt



Master Card XXXXXXXXXXXX

### **Debbie Rohwer**

FARE-USD	\$ 4250.00
TAXES AND CARRIER-IMPOSED FEES	\$ 464.33
<b>TICKET TOTAL</b>	<b>\$ 4714.33</b>



Hotel offers



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## Baggage Information

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You may have purchased a "Special Fare" and certain restrictions apply. Some fares are NON-REFUNDABLE. If the fare allows changes, a fee may be assessed for the change.

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There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage, spare lithium batteries for most consumer electronic devices in carry-on baggage, and certain smoking materials carried on your person.

Certain items are required to be carried with you onboard the aircraft. For example, spare lithium batteries for portable electronic devices, cigarette lighters and e-cigarettes must be removed from checked or gate-checked baggage and carried onboard the aircraft. However, e-cigarettes may not be used on-board the aircraft.

Traveling with medical oxygen, liquid oxygen, mobility aids and other assistive devices may require airline pre-approval or be restricted from carriage entirely. Passengers requiring these items should contact the airline operator for information on use of such devices.

Electronic tickets are NOT TRANSFERABLE. Tickets with nonrestrictive fares are valid for one year from original date of issue. If you have questions regarding our refund policy, please visit [www.aa.com/refunds](http://www.aa.com/refunds).

To change your reservation, please call 1-800-433-7300 and refer to your record locator.

Check-in lines will vary by departure location. In order to determine the time you need to check-in at the airport, please visit [www.aa.com/airportexpectations](http://www.aa.com/airportexpectations).

If you are traveling internationally, please ensure that you have the proper documentation. All necessary travel documents for the countries being visited must be presented at airport check-in. Check with the consulate of these countries to determine the documents required. Additional information can be found at International Travel.

We place limitations on checked baggage and boxes on some flights to Mexico, the Caribbean and Latin America. To confirm what you can take on your journey please see Baggage Limitations.

Air transportation on American Airlines and the American Eagle carriers® is subject to American's conditions of carriage.

## **NOTICE OF INCORPORATED TERMS OF CONTRACT**

Air Transportation, whether it is domestic or international (including domestic portions of international journeys), is subject to the individual terms of the transporting air carriers, which are herein incorporated by reference and made part of the contract of carriage. Other carriers on which you may be ticketed may have different conditions of carriage. International air transportation, including the carrier's liability, may also be governed by applicable tariffs on file with the U.S. and other governments and by the Warsaw Convention, as amended, or by the Montreal Convention. Incorporated terms may include, but are not restricted to: 1. Rules and limits on liability for personal injury or death, 2. Rules and limits on liability for baggage, including fragile or perishable goods, and availability of excess valuation charges, 3. Claim restrictions, including time periods in which passengers must file a claim or bring an action against the air carrier, 4. Rights on the air carrier to change terms of the contract, 5. Rules on reconfirmation of reservations, check-in times and refusal to carry, 6. Rights of the air carrier and limits on liability for delay or failure to perform service, including schedule changes,

substitution of alternate air carriers or aircraft and rerouting.

You can obtain additional information on items 1 through 6 above at any U.S. location where the transporting air carrier's tickets are sold. You have the right to inspect the full text of each transporting air carrier's terms at its airport and city ticket offices. You also have the right, upon request, to receive (free of charge) the full text of the applicable terms incorporated by reference from each of the transporting air carriers. Information on ordering the full text of each air carrier's terms is available at any U.S. location where the air carrier's tickets are sold or you can click on the Conditions of Carriage button below.

If you have a customer service issue, please Contact AA..

NOTICE: This email and any information, files or attachments are for the exclusive and confidential use of the intended recipient(s). This message contains confidential and proprietary information of American Airlines (such as customer and business data) that may not be read, searched, distributed or otherwise used by anyone other than the intended recipient. If you are not an intended recipient, please do not read, distribute, or take action in reliance upon this message. If you suspect you have received this email in error, please notify the sender and promptly delete this message and its attachments from your computer.

NRID: 6250291711152716321640000



Flight for Dr. Smatresk to travel to Fuzhou, China, to meet w/ NetDragon + possible collaboration university. Premium economy ticket was exchanged for Delta's Business Class ticket. (Watts, Krista) Exchange transaction on next statement

**From:** Smatresk, Neal  
**Sent:** Wednesday, June 5, 2019 4:38 PM  
**To:** Watts, Krista  
**Subject:** Fw: [EXT] Your trip confirmation-VPJAON 08APR

**From:** American Airlines <no-reply@notify.email.aa.com>  
**Sent:** Wednesday, February 27, 2019 1:09 PM  
**To:** Smatresk, Neal  
**Subject:** [EXT] Your trip confirmation-VPJAON 08APR



Hello Neal Smatresk!

Issued: Feb 27, 2019



## Your trip confirmation and receipt

Record locator: **VPJAON**

[Manage Your Trip](#)

Monday, April 8, 2019

DFW

10:35 AM

Dallas/Fort Worth

American Airlines 125



HKG

4:10 PM

Hong Kong

Seats: [17H](#)

Class: Prim Econ (P)

Meals: Dinner/snack

## Monday, April 15, 2019

FOC <b>9:10</b> AM Fuzhou Xiamen Airlines 8695	→	HKG <b>10:45</b> AM Hong Kong	Seats: -- Class: Economy (Q) Meals:
HKG <b>2:20</b> PM Hong Kong American Airlines 126	→	DFW <b>4:05</b> PM Dallas/Fort Worth	Seats: <a href="#">19E</a> Class: Prm Econ (W) Meals: Lunch/snack

---

Neal Smatresk

Earn miles with this trip.

[Join AAdvantage »](#)

Ticket # 0012339727637

---

## Your trip receipt

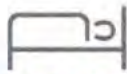


Master Card XXXXXXXXXXXXX

### **Neal Smatresk**

FARE-USD	\$ 2388.00
TAXES AND CARRIER-IMPOSED FEES	\$ 461.83
<b>TICKET TOTAL</b>	<b>\$ 2849.83</b>

---



Hotel offers



Car rental offers



Buy trip insurance



SuperShuttle



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## Baggage Information

Baggage charges for your itinerary will be governed by American Airlines BAG ALLOWANCE - DFWHKG-02 Pieces/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM BAG ALLOWANCE -FOCDFW-02 Pieces/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM 1STCHECKED BAG FEE-DFWHKG-USD0.00/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM 1STCHECKED BAG FEE-FOCDFW-USD0.00/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM 2NDCHECKED BAG FEE-DFWHKG-USD0.00/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM 2NDCHECKED BAG FEE-FOCDFW-USD0.00/ American Airlines /UP TO 50 LB/23 KG AND UP TO 62 LINEAR IN/158 LINEAR CM ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY You may have purchased a "Special Fare" and certain restrictions apply. Some fares are NON-REFUNDABLE. If the fare allows changes, a fee may be assessed for the change.

Some American Airlines check-in counters do not accept cash as a form of payment. For more information, visit our [Airport Information](#) page.



## Booking confirmed

Your booking from **Hong Kong** to **Fuzhou** has been confirmed

A confirmation email and your e-ticket will be sent to [neal.smatresk@unt.edu](mailto:neal.smatresk@unt.edu) within the next hour. If you do not receive the email or the details are incorrect, please contact our **Global Contact Centres** [☐ \(http://www.cathaypacific.com/cx/en\\_HK/about-us/contact-us/global-contact-centres.html\)](http://www.cathaypacific.com/cx/en_HK/about-us/contact-us/global-contact-centres.html).

Flight from Hong Kong to Fuzhou, for  
Dr. Smatresk. To meet w/ NetDragon & possible  
collaboration universities.

Booking reference:

**STXGAY**

[Manage booking](#)

Passengers: 1 adult

## Trip summary

### Departing

Hong Kong → Fuzhou

Duration: 1h 45m

KA662

Wed 10 Apr 2019

HKG 17:50 FOC 19:35

Economy

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Register now [☐ \(https://www.cathaypacific.com/cx/en\\_HK/account-registration.html#HD\)](https://www.cathaypacific.com/cx/en_HK/account-registration.html#HD)

## Payment Confirmation

Total USD **112.95**

## Services and assistance



American Express® Cathay Pacific Elite Credit Card

Bring your dream holiday closer. Take off with up to **76,000 Asia Miles™** from our Welcome Offer as well as first year annual fee waiver and a host of travel benefits. Apply now and experience the world even faster.

Apply now [☐](#)

<https://www.americanexpress.com/hk/en/campaigns/flyfaster/welcome/elite.shtml?sourcecode=APF144CX61&cpld=100155862>

CATHAY DRAGON ASIA MILES

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## Manage booking

Booking reference: **STXGAY**

Your flight to **Fuzhou** is in 42 day(s)

Fuzhou

[Change flight\(s\)](#)

[Cancel booking](#)

...

Latest Update as at: Hong Kong Time 13:18, 27 Feb(GMT 19:18, 27 Feb)

Wed, 10 Apr 2019 | KA662

Hong Kong to Fuzhou

Confirmed

17:50

**HKG** ✈

Terminal 1

1h 45m

19:35

**FOC**

**Economy** | Class V

Airbus Industrie A330-300

Operated by Cathay Dragon

Smatresk Neal Joseph

[+ Add frequent flyer programme](#)

neal.smatresk@\*\*\*\*\*

[Edit](#)

[+ Add travel document](#)



Seat

27C

Confirmed >



Meal

Standard meal

Confirmed >



Baggage

30 kg / 66 lbs

>

Cabin upgrade

Total 0  
Tax included if applicable



Checkout

Enjoy a higher cabin class with Upgrade Bid

Place or Manage my Bid

(<https://upgrade.cathaypacific.com/offer/J3qV47wwCX/email/upgrade/3CTJlsjZJ1xS3IG8x3wJLFHKKKTfKK8V>)

## Inflight highlights

Recommendation



Pre-order your favourite travel-exclusive items from our duty free collections, and we will have them delivered right to your door.

Shop now

([https://www.cathaypacific.com/dutyfree/home.html?locale=en\\_HK](https://www.cathaypacific.com/dutyfree/home.html?locale=en_HK))



Easy access to the PressReader



([https://www.cathaypacific.com/cx/en\\_HK/manage-booking/travel-extras/PressReader.html](https://www.cathaypacific.com/cx/en_HK/manage-booking/travel-extras/PressReader.html))

## Fly Greener

Offset carbon emissions



([https://www.cathaypacific.com/cx/en\\_HK/about-us/environment/fly-carbon-neutral-fly-greener/calculate-and-offset-your-carbon-emissions.html](https://www.cathaypacific.com/cx/en_HK/about-us/environment/fly-carbon-neutral-fly-greener/calculate-and-offset-your-carbon-emissions.html))

### More information

✓ Frequent flyer programme conditions

✓ Baggage conditions

Enhance your journey

## Booking confirmed

Your booking from **Hong Kong** to **Fuzhou** has been confirmed

A confirmation email and your e-ticket will be sent to [debbie.rohwer@unt.edu](mailto:debbie.rohwer@unt.edu) within the next hour. If you do not receive the email or the details are incorrect, please contact our **Global Contact Centres** ☐ ([http://www.cathaypacific.com/cx/en\\_HK/about-us/contact-us/global-contact-centres.html](http://www.cathaypacific.com/cx/en_HK/about-us/contact-us/global-contact-centres.html)).

Booking reference:

**TALF8G**

[Manage booking](#)

Flight from Hong Kong to Fuzhou for meetings w/ Net Dragon & possible collaboration universities.  
Approved by travel for Rohwer ticket purchase

Passengers: 1 adult

## Trip summary

### Departing

Hong Kong → Fuzhou

Duration: 1h 45m

Wed 10 Apr 2019

**KA662**

**HKG 17:50 FOC 19:35**

**Economy**

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Enjoy faster, easier flight booking.

Register now ☐ ([https://www.cathaypacific.com/cx/en\\_HK/account-registration.html#HD](https://www.cathaypacific.com/cx/en_HK/account-registration.html#HD))

## Payment Confirmation

Total USD **112.95**

## Services and assistance



### American Express® Cathay Pacific Elite Credit Card

Bring your dream holiday closer. Take off with up to **76,000 Asia Miles™** from our Welcome Offer as well as first year annual fee wavier and a host of travel benefits. Apply now and experience the world even faster.

Apply now ☐ (<https://www.americanexpress.com/hk/en/campaigns/flyfaster/welcome/elite.shtml?sourcecode=APF144CX61&cpid=100155862>)





# Manage booking

Booking reference: **TALF8G**

Your flight to **Fuzhou** is in 42 day(s)

Fuzhou

Change flight(s)

Cancel booking

...

Latest Update as at: Hong Kong Time 16:51, 27 Feb(GMT 22:51, 27 Feb)

Wed, 10 Apr 2019 | KA662  
Hong Kong to Fuzhou  
Confirmed

17:50	1h 45m	19:35
HKG		FOC
Terminal 1		

**Economy** | Class V  
Airbus Industrie A330-300  
Operated by Cathay Dragon

Rohwer Debbie Ann + Add frequent flyer programme

Profile of Debbie Ann Rohwer  
debbie.rohwer@.....  
**Edit**

+ Add travel document

**Seat** 27A Confirmed >

**Meal** Standard meal Confirmed >

**Baggage** 30 kg / 66 lbs >

Cabin upgrade

Total 0  
Tax included if applicable



Checkout

Enjoy a higher cabin class with Upgrade Bid

**Place or Manage my Bid**

(<https://upgrade.cathaypacific.com/offer/J3qV47wwCX/email/upgrade/c7ODNot5ZZWmNchrM1ELzTvyNGjBHF>)

## Inflight highlights

### Recommendation



Pre-order your favourite travel-exclusive items from our duty free collections, and we will have them delivered right to your door.

**Shop now**

([https://www.cathaypacific.com/dutyfree/home.html?locale=en\\_HK](https://www.cathaypacific.com/dutyfree/home.html?locale=en_HK))



Easy access to the PressReader



([https://www.cathaypacific.com/cx/en\\_HK/manage-booking/travel-extras/PressReader.html](https://www.cathaypacific.com/cx/en_HK/manage-booking/travel-extras/PressReader.html))

## Fly Greener

**Offset carbon emissions**



([https://www.cathaypacific.com/cx/en\\_HK/about-us/environment/fly-carbon-neutral-fly-greener/calculate-and-offset-your-carbon-emissions.html](https://www.cathaypacific.com/cx/en_HK/about-us/environment/fly-carbon-neutral-fly-greener/calculate-and-offset-your-carbon-emissions.html))

### More information

✓ Frequent flyer programme conditions

✓ Baggage conditions

## Enhance your journey

Queenie's  
115 E. Hickory Street  
115 East Hickory  
Denton, TX 76201

Server: Belen DOB: 02/21/2019  
06:22 PM 02/21/2019  
Table 21/1 1/10002

SALE

M/C 2097152  
Card #XXXXXXXXXX  
Magnetic card present: SMATRESK NEAL

Card Entry Method: S

Approval: 025801

Amount: \$238.70

+ Tip: 45.00

= Total: 283.70

I agree to pay the above  
total amount according to the  
card issuer agreement.

X 

Thanks for dining with Chef Tim Love resta  
Discover great specials, events, & more...  
Sign up for our newsletter at cheftimlove.  
Happy Hour Tues-Friday 4:30-6:30PM

Guest Copy

Neal  
WBB  
rest Zurbuchen

Queenie's  
115 E. Hickory Street  
115 East Hickory  
Denton, TX 76201

Server: Belen 02/21/2019  
Table 21/1 6:20 PM  
Guests: 0 10002  
Reprint #: 1

Roth Chardonnay GL	14.00
Grilled Shrimp (4 Pieces)	20.00
@ 5.00 per Pieces (MAN WT)	
Grilled Oysters (4 Pieces)	16.00
@ 4.00 per Pieces (MAN WT)	
Butter Lettuce (3 @9.00)	27.00
Texas Red Chili	10.00
Dinner Feature	30.00
Cast Iron Salmon (2 @28.00)	56.00
Dinner Feature	32.00
Crispy Potatoes	9.00
Iced Tea (2 @3.25)	6.50

Subtotal 220.50  
Sales and MB Sales Tax 18.20

Total 238.70

Balance Due 238.70

Thanks for dining with Chef Tim Love resta  
Discover great specials, events, & more...  
Sign up for our newsletter at cheftimlove.  
Happy Hour Tues-Friday 4:30-6:30PM

Dinner with President Lecture Series Keynote speaker,  
Thomas Zurbuchen from NASA. Attendees included  
President Smatresk, Mrs. Smatresk, Chancellor Roe,  
& Thomas Zurbuchen. No one under 21 was in attendance  
or served alcohol.

# OMNI HOTELS & RESORTS

## downtown | austin

Dr Neal Smatresk  
1112 DALLAS DR. SUITE 4000  
Denton TX 76205  
United States

Room No. : 1908  
Arrival : 02/18/19  
Departure : 02/20/19  
Folio No. : 87726  
Conf. No. : 2345456  
Cashier No. : 3183  
Custom Ref. :  
Page No. : 1 of 1

### INVOICE

Membership No :  
A/R Number :  
Company Name :

Date	Description	Charges	Payment
02/18/19	Room Charge	399.00	
02/18/19	6% State Occupancy Tax	23.94	
02/18/19	9% City Occupancy Tax	35.91	
02/19/19	Room Charge	399.00	
02/19/19	6% State Occupancy Tax	23.94	
02/19/19	9% City Occupancy Tax	35.91	
02/19/19	Self Park Overnight	32.00	
02/19/19	Sales Tax	2.64	
02/20/19	MasterCard XXXXXXXXXXXX XX/XX		952.34
<b>Total</b>		952.34	952.34
<b>Balance</b>			0.00

*Request to refund*

Thank you for staying at Omni Hotels & Resorts

*Attending TX House Appropriations Committee hearing,  
& dinner w/ university affiliates. Tax refund on  
June cycle*

**Watts, Krista**

---

**From:**  
**Sent:** Thursday, February 21, 2019 7:43 AM  
**To:** Watts, Krista  
**Subject:** [EXT] Fwd: DFW Valet Parking Receipt

Fyi

Neal

Begin forwarded message:

**From:** "DFW Valet" <[dfwaiportvalet@gmail.com](mailto:dfwaiportvalet@gmail.com)>  
**Date:** February 20, 2019 at 1:56:01 PM CST  
**To:**  
**Subject:** DFW Valet Parking Receipt

*Parking fees during  
travel to Austin, TX  
for appropriations meetings*



**DFW**  
**PO BOX 610347**  
**DALLAS**  
**972-574-2407**  
**Thank you!**

**Ticket#:** 1932535  
**CheckIn D/T:** 02/18/19 12:40  
**CheckOut D/T:** 02/20/19 13:55  
**Duration Time:** 2d 01h 15m  
**Plate#**  
**Make/Model:** LEXUS/RX350  
**Color:** BLACK

**Charge:** \$93.00  
**Tax:** \$7.67  
**Total:** \$100.67

**DFW**  
**DFW**





HILTON ANATOLE DALLAS  
2201 STEMMONS FREEWAY  
DALLAS, TX 75207  
United States of America  
TELEPHONE 214-748-1200 • FAX 214-761-7520  
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www.hilton.com or 1 800 HILTONS

SMATRESK, NEAL  
  
1112 DALLAS DRIVE 4000  
  
DENTON TX 76205  
UNITED STATES OF AMERICA

Room No: 6167/K1  
Arrival Date: 2/14/2019 5:18:00 PM  
Departure Date: 2/15/2019 8:04:00 AM  
Adult/Child: 1/0  
Cashier ID: DJD  
Room Rate: 149.00  
AL:  
HH #  
VAT #  
Folio No/Che 2447951 A

Confirmation Number: 3527959976

HILTON ANATOLE DALLAS 2/15/2019 8:03:00 AM

DATE	DESCRIPTION	ID	REF NO	CHARGES	CREDIT	BALANCE
2/14/2019	GUEST ROOM	LJOHN	14673416	\$149.00		
2/14/2019	TOURISM PID REIMBURSEMENT FEE	LJOHN	14673416	\$2.98		
2/14/2019	CITY ROOM OCC TAX	LJOHN	14673416	\$10.64		
2/14/2019	STATE ROOM OCC TAX	LJOHN	14673416	\$9.12		
2/14/2019	PARKING - VALET OVERNIGHT*	SNT	14673952	\$31.00		
2/14/2019	STATE SALES TAX	SNT	14673952	\$1.94		
2/14/2019	CITY SALES TAX	SNT	14673952	\$0.31		
2/14/2019	MTA TAX	SNT	14673952	\$0.31		
2/15/2019	MC *	DJD	14674224		(\$205.30)	
				**BALANCE**		\$0.00

*Request to Refund*

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CREDIT CARD DETAIL

APPR CODE	094984	MERCHANT ID	198242
CARD NUMBER	MC *	EXP DATE	06/21
TRANSACTION ID	14674224	TRANS TYPE	Sale

*Hotel during Board of Regents meetings. Tax refunded on June statement.*



Seafood

400 Colorado  
Austin, TX 78701  
(512) 482-9000

Thank You For Choosing Truluck's

Server: Christine 02/18/2019  
Table 244/1 8:56 PM  
Guests: 5 40015

Seafood Celebration 90.50  
Celebration 4 Lg Florida  
Add 1 Shrimp  
Oysters Variety #1 (1 ) 3.25  
@ 3.25 per  
Large Florida Stone Crab (1 ) 13.00  
@ 13.00 per  
Kung Pao Cauliflower 8.00  
Brussels Sprouts 8.00  
Anne Amie (2 @17.50) 35.00  
and Surf (2 @65.00) 130.00  
Clam Chowder 7.00  
Chopped Salad 18.00  
Chopped Salad (2 @18.00) 36.00  
Wine's (4 @16.00) 64.00  
Martini Up  
Jumbo Lump Crab Cakes 34.00  
Hothouse 12.00  
Miso Sea Bass 44.00  
with Crab Rice  
Iced Tea (3 @3.00) 9.00

Subtotal 511.75  
Food Tax 34.05  
Alcohol Tax 8.17  
Total Tax 42.22  
Total 553.97  
Balance Due 553.97

Thank you for choosing Truluck's!  
For reservations, please call  
(512) 482-9000 or visit us at  
www.trulucks.com

\*\*\*\*\*

\*\*\*\*\*

Truluck's

400 Colorado  
Austin, TX 78701  
(512) 482-9000

02/18/2019 20:57:47  
CREDIT Entry Method: Chip  
CARD #:  
PURCHASE - APPROVED  
AUTH CODE:026384

Mode: Issuer  
AID: A0000000041010  
TVR: 0000008000  
D: 0110A0400222000000000000000000  
OFF  
I: E800 ARC: 00  
D: 1807880 TID: 00L4Q2 RRN: 100273

SubTotal USD \$ 553.97  
Tip USD \$ 100.20  
Total USD \$ 653.97

Signature: \_\_\_\_\_

NEAL SMATRESK

I agree to pay above total amount  
according to card issuer agreement.  
(Merchant agreement if Credit Voucher)  
Retain this copy for your records

MERCHANT COPY

THANK YOU FOR  
DINING WITH US!

Dinner meeting to discuss Legislative  
Sessions, donor cultivation, and  
University planning. Dinner meeting  
attendees included President Smatresk, Jack Morton,  
Key Rodriguez, Lynn Stucky & Lori Stucky.  
No one under 21 was in attendance  
or served alcohol.



HILTON PALACIO DEL RIO  
200 SOUTH ALAMO ST  
SAN ANTONIO, TX 78205  
United States of America  
TELEPHONE 210-222-1400 • FAX 210-270-0761  
Reservations  
www.hilton.com or 1 800 HILTONS

SMATRESK, NEAL  
1112 DALLAS DRIVE 4000  
DENTON TX 76205  
UNITED STATES OF AMERICA

Room No: 1826/K1  
Arrival Date: 2/15/2019 5:51:00 PM  
Departure Date: 2/16/2019 11:39:00 AM  
Adult/Child: 2/0  
Cashier ID: HROBLES  
Room Rate: 179.00  
AL:  
HH #  
VAT #  
Folio No/Che 1249168 A

Confirmation Number: 3527446231

HILTON PALACIO DEL RIO 2/16/2019 11:39:00 AM

DATE	DESCRIPTION	ID	REF NO	CHARGES	CREDIT	BALANCE
2/15/2019	GUEST ROOM	NPAYNE	6529902	\$179.00		
2/15/2019	SA TOURISM PID FEE1.25%	NPAYNE	6529902	\$2.24		
2/15/2019	STATE OCC TAX 6%	NPAYNE	6529902	\$10.87		
2/15/2019	CITY OCC TAX 9%	NPAYNE	6529902	\$16.31		
2/15/2019	COUNTY OCC TAX 1.75%	NPAYNE	6529902	\$3.17		
2/16/2019	MC	HROBLES	6530672			
	REF=0001249168-02088747 CHIP					
	05					
	Application Label: CREDIT					
	TC: A2B09A597AD6A000					
	TVR: 0000008000					
**BALANCE**						\$0.00

→ Requested to refund

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Thank you for choosing Hilton. You'll get more when you book directly with us - more destinations, more points, and more value. Book your next stay at hilton.com.

THANK YOU FOR STAYING AT THE HILTON PALACIO DEL RIO! "This hotel is owned and managed by Zachry Hospitality Under a license agreement-Granted by Hilton Hotels and Resorts"

Attend UNT Alumni event in San Antonio, + to attend Texas Music Educators Association recognition + alumni event. Tax refunded on June statement.



229

02/13/19

<b>Neal Smatresk</b> <b>1112 Dallas Dr Suite 4000</b> <b>Denton TX 76205</b> <b>United States</b>	Folio No. : <b>758654</b> A/R Number : Group Code : Company : Membership No. : Invoice No. :	Room No. : <b>1403</b> Arrival : <b>02/11/19</b> Departure : <b>02/13/19</b> Conf. No. : <b>29695249</b> Rate Code : <b>IMSTI</b> Page No. : <b>1 of 1</b>
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Date	Description	Charges	Credits
02/11/19	Garage/Parking Revenue	45.47	
02/11/19	*Accommodation	503.00	
02/11/19	City Occupancy Tax	45.27	
02/11/19	State Occupancy Tax	30.18	
02/12/19	Garage/Parking Revenue	45.47	
02/12/19	*Accommodation	456.00	
02/12/19	City Occupancy Tax	41.04	
02/12/19	State Occupancy Tax	27.36	
02/13/19	Mastercard		1,193.79

Request  
to  
Refund

Thank you for staying with us! Qualifying points for this stay will automatically be credited to your account. Please tell us about your stay by writing a review here - [www.ihg.com/reviews](http://www.ihg.com/reviews). We look forward to welcoming you back soon.

<b>Total</b>	<b>1,193.79</b>	<b>1,193.79</b>
<b>Balance</b>	<b>0.00</b>	

**Guest Signature:**

I have received the goods and / or services in the amount shown heron. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

Attend multiple meetings relating to appropriations, & Austin UUT alumni events. Hotel cost higher than usual due to widespread attendance of House Appropriations meetings. Tax refunded on June Statement.

InterContinental Stephen F Austin  
701 Congress Ave, Austin, TX 78701  
Telephone: 512-457-8800 Fax: 512-721-4218  
[www.austin.intercontinental.com](http://www.austin.intercontinental.com)

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**Valet** | **DFW**

(972) 574 2407

Amount \$ 100.67

Date 2/13/19

Cash

Credit AD

Parking fee receipt  
for Dr. Smatresk during  
travel to Austin  
from 2/11-13/19



[EXT] Your trip confirmation-IKZNTI 18FEB

American Airlines <no-reply@notify.email.aa.com>

Wed 2/13/2019 12:20 PM

To: Smatresk, Neal <Neal.Smatresk@unt.edu>

Flight for Dr. Smatresk to  
Austin, TX for House Appropriations  
meetings on 2/18-19/19.

Hello Neal Smatresk!

Issued: Feb 13, 2019

## Your trip confirmation and receipt

Record locator: **IKZNTI**

Manage Your Trip

Monday, February 18, 2019

DFW

**2:40** PM

Dallas/Fort Worth

AUS

**3:41** PM

Austin

Seats: 9E

Class: Economy (V)

Meals:

American Airlines 1448

Free entertainment with the American app »

Wednesday, February 20, 2019

AUS

**12:44** PM

Austin

DFW

**1:49** PM

Dallas/Fort Worth

Seats: 8E

Class: Economy (V)

Meals:

American Airlines 1584

Neal Smatresk

AAdvantage #

---

## Your trip receipt

Exchange

### **Neal Smatresk**

FARE-USD	\$ 398.14
TAXES AND CARRIER-IMPOSED FEES	\$ 58.46
<b>TICKET TOTAL</b>	<b><u>\$ 456.60</u></b>

---



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Some Lithium batteries (e.g. spares in checked baggage, batteries over a certain size), Explosives / Fireworks, Strike anywhere matches/ Lighter fluid, Compressed gases / Aerosols Oxygen bottles/ Liquid oxygen, Flammable liquids, Pesticides/ Poison, Corrosive material.

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To change your reservation, please call 1-800-433-7300 and refer to your record locator.

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NRID: 1921665460191312200277900



Receipt for two ticket purchases, one for Dr. Smatresk & one for Mrs. Smatresk. Receipt covers both transactions.

Watts, Krista

Approval of spousal travel included. They attended VIT alumni events in San Antonio, to encourage further

From:

Smatresk, Neal

Sent:

Wednesday, June 5, 2019 4:39 PM

To:

Watts, Krista

Subject:

Fw: [EXT] Your trip confirmation-QEMKGS 15FEB

alumni development & donor cultivation. Both attended The Texas Music Education Association event as well.

From: American Airlines <no-reply@notify.email.aa.com>

Sent: Friday, February 8, 2019 1:23 PM

To: Smatresk, Neal

Subject: [EXT] Your trip confirmation-QEMKGS 15FEB

American Airlines



Hello Neal Smatresk!

Issued: Feb 8, 2019



## Your trip confirmation and receipt

Record locator: **QEMKGS**

[Manage Your Trip](#)

Friday, February 15, 2019

DFW

3:42 PM

Dallas/Fort Worth

American Airlines 311



SAT

4:51 PM

San Antonio

Seats: 13C, 13B

Class: Economy (V)

Meals:

Saturday, February 16, 2019

SAT

2:44 PM

San Antonio

American Airlines 35



DFW

3:55 PM

Dallas/Fort Worth

Seats: 11D, 11E

Class: Economy (V)

Meals:

Neal Smatresk

AAdvantage #

Ticket # 0012335957793

Deborah  
Smatresk

AAdvantage #

Ticket # 0012335957794

## Your trip receipt



Master Card XXXXXXXXXXXX

### Neal Smatresk

FARE-USD	\$ 398.14
TAXES AND CARRIER-IMPOSED FEES	\$ 58.46
<b>TICKET TOTAL</b>	<b>\$ 456.60</b>

1st charge

### Deborah Smatresk

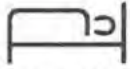
FARE-USD	\$ 398.14
TAXES AND CARRIER-IMPOSED FEES	\$ 58.46

+  
2nd Charge



TICKET TOTAL

\$ 456.60



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**AVIS**

PURE MICHIGAN

**Discover**  
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PREPAY. PARK. GO. **DFW**

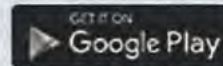
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of travel for cabin accommodation. Your animal must be trained to behave properly in public. During your journey, if any form of disruptive behavior is observed that cannot be successfully corrected or controlled, your animal will not be permitted to fly with you in the cabin. Visit [Traveling with Service Animals](#) for more information.



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Some Lithium batteries (e.g. spares in checked baggage, batteries over a certain size), Explosives / Fireworks, Strike anywhere matches/ Lighter fluid, Compressed gases / Aerosols Oxygen bottles/ Liquid oxygen, Flammable liquids, Pesticides/ Poison, Corrosive material.

There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage, spare lithium batteries for most consumer electronic devices in carry-on baggage, and certain smoking materials carried on your person.

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NRID: 2715232117290813231791200

## Watts, Krista

---

**From:** Raines, Ruby  
**Sent:** Monday, February 11, 2019 8:12 AM  
**To:** Watts, Krista  
**Subject:** FW: Request for travel for Debbie Smatresk

**Categories:** Ruby

*Ruby Raines*

Executive Assistant to the President  
University of North Texas  
1155 Union Circle #311425  
Denton, TX 76203-5017  
940-565-4307 PH  
940-565-4322 FAX  
[ruby.raines@unt.edu](mailto:ruby.raines@unt.edu)



---

**From:** Miles, Kay  
**Sent:** Monday, February 11, 2019 7:33 AM  
**To:** Raines, Ruby <[Ruby.Raines@unt.edu](mailto:Ruby.Raines@unt.edu)>  
**Subject:** FW: Request for travel for Debbie Smatresk

Ruby,

Chancellor Roe approved your request.

**Kay Miles**  
*Assistant to the Chancellor*

---

UNIVERSITY OF NORTH TEXAS SYSTEM  
1901 Main Street • Dallas, Texas 75201  
**Main Office:** 214.752.8585  
**Direct:** 214.752.5530  
[www.untsystem.edu](http://www.untsystem.edu)

---

**From:** Roe, Lesa  
**Sent:** Friday, February 08, 2019 7:24 AM  
**To:** Miles, Kay <[Kay.Miles@untsystem.edu](mailto:Kay.Miles@untsystem.edu)>  
**Cc:** Rosas, Jessica <[Jessica.Rosas@untsystem.edu](mailto:Jessica.Rosas@untsystem.edu)>  
**Subject:** RE: Request for travel for Debbie Smatresk



Yes approve

---

**From:** Miles, Kay <[Kay.Miles@untsystem.edu](mailto:Kay.Miles@untsystem.edu)>  
**Sent:** Thursday, February 7, 2019 10:15 PM  
**To:** Roe, Lesa <[Lesa.Roe@untsystem.edu](mailto:Lesa.Roe@untsystem.edu)>  
**Cc:** Rosas, Jessica <[Jessica.Rosas@untsystem.edu](mailto:Jessica.Rosas@untsystem.edu)>  
**Subject:** Fwd: Request for travel for Debbie Smatresk

Les,

Do you approve this request?

Kay

Begin forwarded message:

**From:** "Raines, Ruby" <[Ruby.Raines@unt.edu](mailto:Ruby.Raines@unt.edu)>  
**Date:** February 7, 2019 at 1:47:33 PM CST  
**To:** "Miles, Kay" <[Kay.Miles@untsystem.edu](mailto:Kay.Miles@untsystem.edu)>  
**Subject:** Request for travel for Debbie Smatresk

Kay,

Please see attached travel request for Debbie Smatresk. Thank you!

*Ruby Raines*

Executive Assistant to the President  
University of North Texas  
1155 Union Circle #311425  
Denton, TX 76203-5017  
940-565-4307 PH  
940-565-4322 FAX  
[ruby.raines@unt.edu](mailto:ruby.raines@unt.edu)



# UNIVERSITY OF NORTH TEXAS

Neal J. Smatresk, *President*

February 6, 2019

Chancellor Lesa Roe  
1901 Main Street  
Dallas, TX 75201

Dear Lesa,

I am requesting approval for spousal travel and reimbursement of expenses for my wife, Debbie Smatresk. She will travel with me to represent UNT at the alumni event during the Texas Music Educators Association conference, which is held in San Antonio, TX from February 15 - 16, 2019. This event is attended by over 700 UNT alumni, and she will be an asset to me as we represent UNT.

Thank you for your consideration.

Sincerely,

Neal J. Smatresk  
President

*Office of the President*

1155 Union Circle #311425 • Denton, Texas 76203-5017 • 940.565.2026 • Fax 940.565.4322 • [www.unt.edu](http://www.unt.edu)

Watts, Krista

Change fee to arrive to Austin, TX a day earlier than originally planned. Schedule changed due to request to attend mtgs in Austin on evening of 2/11

**From:** Smatresk, Neal  
**Sent:** Wednesday, June 5, 2019 4:40 PM  
**To:** Watts, Krista  
**Subject:** Fw: [EXT] Your trip confirmation-SBBNUF 11FEB

---

**From:** American Airlines <no-reply@notify.email.aa.com>  
**Sent:** Friday, February 8, 2019 1:30 PM  
**To:** Smatresk, Neal  
**Subject:** [EXT] Your trip confirmation-SBBNUF 11FEB



Hello Neal Smatresk!

Issued: Feb 8, 2019



## Your trip confirmation and receipt

Record locator: **SBBNUF**

[Manage Your Trip](#)

Monday, February 11, 2019 (originally 2/12)

DFW

2:40 PM

Dallas/Fort Worth

American Airlines 1448



AUS

3:40 PM

Austin

Seats: 8D

Class: Economy (V)

Meals:

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---

Wednesday, February 13, 2019

AUS

7:52 PM

Austin

American Airlines 2594



DFW

9:00 PM

Dallas/Fort Worth

Seats: 9E

Class: Economy (V)

Meals:

---

Neal Smatresk

Earn up to a \$200 statement  
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after qualifying purchases

[Learn more »](#)

AAdvantage #

Ticket # 0012335960552



---

## Your trip receipt



Exchange, Master Card

### Neal Smatresk

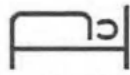
FARE-USD	\$ 398.14
TAXES AND CARRIER-IMPOSED FEES	\$ 58.46
<b>TICKET TOTAL</b>	<b>\$ 456.60</b>
ADDITIONAL FARE COLLECTION	\$ 107.00

---

TICKET CHANGE	\$ 200.00
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= 307.00  
Change Due



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PURE MICHIGAN

**Discover**  
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NRID: 2942425431460813294283200

# OMNI HOTELS & RESORTS

## downtown | austin

Dr Neal Smatresk  
1155 Union Circle #311425  
Denton TX 76203  
United States

Room No. : 1403  
Arrival : 02/05/19  
Departure : 02/06/19  
Folio No. : 84601  
Conf. No. : 2345432  
Cashier No. : 74  
Custom Ref. :  
Page No. : 1 of 1

### INFORMATION INVOICE

Membership No :  
A/R Number :  
Company Name :

Date	Description	Charges	Payment
02/05/19	Room Charge	389.00	
02/05/19	6% State Occupancy Tax	23.34	
02/05/19	9% City Occupancy Tax	35.01	
02/06/19	MasterCard XXXXXXXXXXXX XX/XX		447.35 ✓
02/06/19	Self Park Overnight self parking Self Park Overnight	32.00	
02/06/19	Sales Tax	2.64	
02/06/19	MasterCard XXXXXXXXXX /XX		34.64 ✓
<b>Total</b>		481.99	481.99
<b>Balance</b>			0.00

*Request  
to  
Refund*

Thank you for staying at Omni Hotels & Resorts

*Attend meetings + appropriation sessions in Austin, TX*  
*Receipt includes two separate charges:*  
*\$ 34.64 for parking*  
*\$ 447.35 for room fees*  
*Tax refunded on June statement.*

The Roaring Fork  
(512) 583-0000  
701 Congress  
Austin, TX 78701

Server: Sean DOB: 02/06/2019  
12:32 PM 02/06/2019  
Table 36/1 5/50004

SALE

MC 5242885  
Card #XXXXXXXXX  
Magnetic card present: SMATRFSK NEAL  
Card Entry Method: S

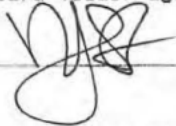
al: 024814

Amount: \$ 73.61

+ Tip: 11.00

= Total: 87.61

I agree to pay the above  
total amount according to the  
card issuer agreement.

X 

The Roaring Fork  
(512) 583-0000  
701 Congress  
Austin, TX 78701

Server: Sean 02/06/2019  
Table 36/1 12:32 PM  
Guests: 3 50004  
Penprint #: 1

g Ass" Burger 15.00  
ub Asparagus 1.50  
d Tea (3 @3.00) 9.00  
nach Chicken Waldorf S 2 @14.0 28.00  
ak Salad 14.50

total 68.00  
5.61

Total 73.61

Balance 73.61

Please join us for  
Happy Hour in the Lounge  
4pm to 6pm every day!!  
www.

Dinner meeting to discuss legislative sessions + planning.  
Meeting attendees included Jack Morton, Rey Rodriguez, Liz Bolin  
& President Smatresk.

Bob 's

Austin, Texas 78701

[www.bobs-steakandchop.com](http://www.bobs-steakandchop.com)

001 Table 24

LEMONADE	15.00
----------	-------

2 TITO'S VODKA	18.00
----------------	-------

DEEP ED.GRAPEFRUIT	27.00
--------------------	-------

CRAB CAKES ENTREE	37.00
-------------------	-------

RIME 12oz FILET 104.00

HOPHOUSE SALAD	11.00
----------------	-------

4oz RIBEYE	44.00
------------	-------

OMATO/ONION/MOZZARELLA	12.00
------------------------	-------

CAESAR SALAD	11.00
--------------	-------

1 BEEFSTEAK SALAD	11.00
-------------------	-------

Sub Total: 290.00

SALES TAX: 20.21

MIXED BV TAX: 3.71

02/05 7:04pTOTAL: 313.92

Server: CHRIS S

02/05/19 19:05, Chip T: 24 Term: 4

BOB'S STEAK & CHOP HOUSE

301 LAVACA ST.

AUSTIN, TX 8701

(512)222-2627

MID: 45027988451

MASTERCARD: XXXY

Approval Code: 008890

Entry: CHIP

pp Label: CREDIT

ID: A00000000041010

TVR: 0000008000

[AD: 01106010022200000000000000000000]

TSI: 6800

ARC: 00

CVM: SIGN

CHECK: 313.9

TIP: 60.00

TOTAL: 373.92

[www.bobs-steakandchop.com](http://www.bobs-steakandchop.com)

bottom copy -> customer

Customer Copy

Dinner meeting during legislative sessions. Meeting attendees included President Smatresk, Jack Morton, & legislative representatives, to discuss university impact & growth. No one under 21 was in attendance or served alcohol.



Watts, Krista

From:  
Sent:  
To:  
Subject:

Smatresk, Neal  
Wednesday, June 5, 2019 4:44 PM  
Watts, Krista  
Fw: [EXT] Your trip confirmation-BCLBSM 05FEB

Travel to Austin, TX for legislative sessions, meetings  
& planning sessions w/ University affiliates.  
Change see to correct flight to occur in Feb, & not  
March

Receipt for change fee  
only.

From: American Airlines <no-reply@notify.email.aa.com>  
Sent: Thursday, January 31, 2019 9:48 AM  
To: Smatresk, Neal  
Subject: [EXT] Your trip confirmation-BCLBSM 05FEB

American Airlines



Hello Neal Smatresk!

Issued: Jan 31, 2019



## Your trip confirmation and receipt

Record locator: **BCLBSM**

[Manage Your Trip](#)

Tuesday, February 5, 2019

DFW

12:35 PM

Dallas/Fort Worth

American Airlines 2404



AUS

1:37 PM

Austin

Seats: 9B

Class: Economy (V)

Meals:

Free entertainment with the American app »

---

Wednesday, February 6, 2019

AUS

6:32 PM

Austin

American Airlines 1373



DFW

7:42 PM

Dallas/Fort Worth

Seats: 9E

Class: Economy (V)

Meals:

---

Neal Smatresk

AAdvantage #

Ticket # 0012334361073

---

## Your trip receipt



Exchange, Master Card XXXXXXXXXXXXX

### **Neal Smatresk**

FARE-USD

\$ 407.44

TAXES AND CARRIER-IMPOSED FEES

\$ 59.16

**TICKET TOTAL**

**\$ 466.60**

ADDITIONAL FARE COLLECTION

**\$ 202.01**



Hotel offers



Car rental offers



Buy trip insurance



SuperShuttle





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### Baggage Information

Baggage charges for your itinerary will be governed by American Airlines BAG ALLOWANCE - DFWAUS-No free checked bags/ American Airlines 1STCHECKED BAG FEE-DFWAUS-USD0.00/ American Airlines /UP TO 70 POUNDS/32 KILOGRAMS AND UP TO 62 LINEAR INCHES/158 LINEAR CENTIMETERS 2NDCHECKED BAG FEE-DFWAUS-USD0.00/ American Airlines /UP TO 70 POUNDS/32 KILOGRAMS AND UP TO 62 LINEAR INCHES/158 LINEAR CENTIMETERS BAG ALLOWANCE -AUSDFW-No free checked bags/ American Airlines 1STCHECKED BAG FEE-AUSDFW-USD0.00/ American Airlines /UP TO 70 POUNDS/32 KILOGRAMS AND UP TO 62 LINEAR INCHES/158 LINEAR CENTIMETERS 2NDCHECKED BAG FEE-AUSDFW-USD0.00/ American Airlines /UP TO 70 POUNDS/32 KILOGRAMS AND UP TO 62 LINEAR INCHES/158 LINEAR CENTIMETERS

CARRY ON ALLOWANCE DFWAUS AUSDFW-02 Pieces/ American Airlines 01/UP TO 40 LINEAR INCHES/101 LINEAR CENTIMETERS 01/UP TO 45 LINEAR INCHES/115 LINEAR CENTIMETERS ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY EMBARGOES-APPLY TO EACH PASSENGER DFWAUS AUSDFW-AA OVER 100 POUNDS/45 KILOGRAMS NOT PERMITTED

You may have purchased a "Special Fare" and certain restrictions apply. Some fares are NON-REFUNDABLE. If the fare allows changes, a fee may be assessed for the change.

**Some American Airlines check-in counters do not accept cash as a form of payment. For more information, visit our Airport Information page.**

### SERVICE & SUPPORT ANIMAL REQUIREMENTS

For tickets issued on or after July 1, 2018, customers traveling with emotional support animals are required to submit documents to our Special Assistance Desk at least 48 hours in advance of travel for cabin accommodation. Your animal must be trained to behave properly in public. During your journey, if any form of disruptive behavior is observed that cannot be successfully corrected or controlled, your animal will not be permitted to fly with you in the cabin. Visit Traveling with Service Animals for more information.



Some everyday products, like e-cigarettes and aerosol spray starch, can be dangerous when transported on the aircraft in carry-on and/or checked baggage. Changes in temperature or pressure can cause some items to leak, generate toxic fumes or start a fire. Carriage of prohibited items may result in fines or in certain cases imprisonment. Please ensure there are no forbidden hazardous materials in your baggage like:

Some Lithium batteries (e.g. spares in checked baggage, batteries over a certain size), Explosives / Fireworks, Strike anywhere matches/ Lighter fluid, Compressed gases / Aerosols Oxygen bottles/ Liquid oxygen, Flammable liquids, Pesticides/ Poison, Corrosive material.

There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage, spare lithium batteries for most consumer electronic devices in carry-on baggage, and certain smoking materials carried on your person.

Certain items are required to be carried with you onboard the aircraft. For example, spare lithium batteries for portable electronic devices, cigarette lighters and e-cigarettes must be removed from checked or gate-checked baggage and carried onboard the aircraft. However, e-cigarettes may not be used on-board the aircraft.

Traveling with medical oxygen, liquid oxygen, mobility aids and other assistive devices may require airline pre-approval or be restricted from carriage entirely. Passengers requiring these items should contact the airline operator for information on use of such devices.

To change your reservation, please call 1-800-433-7300 and refer to your record locator.

## NOTICE OF INCORPORATED TERMS OF CONTRACT

Air Transportation, whether it is domestic or international (including domestic portions of international journeys), is subject to the individual terms of the transporting air carriers, which are herein incorporated by reference and made part of the contract of carriage. Other carriers on which you may be ticketed may have different conditions of carriage. International air transportation, including the carrier's liability, may also be governed by applicable tariffs on file with the U.S. and other governments and by the Warsaw Convention, as amended, or by the Montreal Convention. Incorporated terms may include, but are not restricted to: 1. Rules and limits on liability for personal injury or death, 2. Rules and limits on liability for baggage, including fragile or perishable goods, and availability of excess valuation charges, 3. Claim restrictions, including time periods in which passengers must file a claim or bring an action against the air carrier, 4. Rights on the air carrier to change terms of the contract, 5. Rules on reconfirmation of reservations, check-in times and refusal to carry, 6. Rights of the air carrier and limits on liability for delay or failure to perform service, including schedule changes, substitution of alternate air carriers or aircraft and rerouting.

You can obtain additional information on items 1 through 6 above at any U.S. location where the transporting air carrier's tickets are sold. You have the right to inspect the full text of each transporting air carrier's terms at its airport and city ticket offices. You also have the right, upon request, to receive (free of charge) the full text of the applicable terms incorporated by reference from each of the transporting air carriers. Information on ordering the full text of each air

carrier's terms is available at any U.S. location where the air carrier's tickets are sold or you can click on the Conditions of Carriage button below.

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NRID: 4213524229233109471595200



## Centrally Billed Travel Card (TAC) Statement Reconciliation voucher

TRAVELER	NEAL SMATRESK
EMPL ID	11012038
PERIOD	03/04/19 - 04/03/19
STATEMENT TOTAL	1,007.74
ACCT	XXXXXXXXXX

Before signing and sending to the UNT Travel office, please be sure ALL transactions have a detailed receipt and a valid chart string.

1. Send this completed and signed document with all receipts and backup to [travelvouchers@untystem.edu](mailto:travelvouchers@untystem.edu)

I certify that the information provided in this document is true and correct.	
Traveler/Cardholder: Neal Smatresk	Additional approval: Lesa Roe
Signature:  Date 6/20/19	Signature: Lesa B. Roe Digitally signed by Lesa B. Roe Date: 2019.07.05 05:48:59 -05'00' Date
Account holder: Ruby Raines	Additional approval:
Signature:  Date 7/5/19	Signature: Date

NOTES TO TRAVEL DEPT.:

[illegible]

## INVOICE

Visa processing fees for  
Dr. Smatresk to travel to  
~~Shanghai~~ Fuzhou China in April  
2019

CIBTvisas

CIBT Inc.  
1600 International Drive  
Suite 600  
McLean, VA 22102  
cibtvisas.com

Invoice Number: 1583097

Date: 03/15/19

Account Number: 30725

Billing Reference:

External Reference:

Order Number: US1779228

Traveler	Description	Qty	Price	Net
NEAL SMATRESK	China Tourist ( ME - U10Y - 4D) Consular Fee   Entry: 4/10/19   Exit: 4/15/19	1.0	\$ 140.00	\$ 140.00
NEAL SMATRESK	China Tourist Standard Service Fee	1.0	\$ 169.00	\$ 169.00
	Non Online Order Fee	1.0	\$ 25.00	\$ 25.00
	UPS Next Day Air	1.0	\$ 45.00	\$ 45.00
	Consular Processing Fee (5.9%)	1.0	\$ 8.26	\$ 8.26

Billing Questions?

Contact customer service at  
877-971-9767

EIN# 52-1631723

--

Time	Payment Type	Amount
3/15/19 11:43	MasterCard [ ]	\$ 387.26

Invoice Total	\$ 387.26
Payment By Credit Card	\$ 387.26
Balance Due	\$ 0.00



Ticket exchange to switch business class from Debbie Rohwer to Dr Smatresk. Next receipt is the refund for the ticket type change. Purchased this way due to limited number of tickets, which then had to be corrected on the back-end by American Airlines.

## Watts, Krista

---

**From:** Smatresk, Neal  
**Sent:** Wednesday, June 5, 2019 4:38 PM  
**To:** Watts, Krista  
**Subject:** Fw: [EXT] Your trip confirmation-VPJAON 08APR

---

**From:** Smatresk, Neal  
**Sent:** Monday, March 4, 2019 3:26 PM  
**To:** Watts, Krista  
**Subject:** Fw: [EXT] Your trip confirmation-VPJAON 08APR

---

**From:** American Airlines <no-reply@notify.email.aa.com>  
**Sent:** Monday, March 4, 2019 3:19 PM  
**To:** Smatresk, Neal  
**Subject:** [EXT] Your trip confirmation-VPJAON 08APR

American Airlines 



Hello Neal Smatresk!

Issued: Mar 4, 2019



Your trip confirmation and receipt

Record locator: **VPJAON**

[Manage Your Trip](#)

Monday, April 8, 2019

DFW

10:35 AM

Dallas/Fort Worth

American Airlines 125



HKG

4:10 PM

Hong Kong

Seats: 17H

Class: Premium (P)

Meals:

Free entertainment with the American app »

Monday, April 15, 2019

FOC

9:10 AM

Fuzhou

Xiamen Airlines 8695



HKG

10:45 AM

Hong Kong

Seats: --

Class: Business (D)

Meals:

HKG

2:20 PM

Hong Kong

American Airlines 126



DFW

4:05 PM

Dallas/Fort Worth

Seats: 11J

Class: Business (D)

Meals:

Neal Smatresk

AAdvantage #

Ticket # 0012340763015

## Your trip receipt

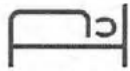


Exchange, Master Card XXXXXXXXXXXX

**Neal Smatresk**

ADDITIONAL FARE COLLECTION

\$ 1382.50



Hotel offers



Car rental offers



Buy trip insurance



SuperShuttle

Up to 35% off base rates  
+ 500 bonus miles

**AVIS**

PURE MICHIGAN

**Discover**  
Northern Michigan

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### Baggage Information

Baggage charges for your itinerary will be governed by American Airlines BAG ALLOWANCE - DFWHKG-02 Pieces/ American Airlines /EACH PIECE UP TO 50 POUNDS/23 KILOGRAMS AND UP TO 62 LINEAR INCHES/158 LINEAR CENTIMETERS BAG ALLOWANCE -FOCDFW-02 Pieces/ American Airlines /EACH PIECE UP TO 70 POUNDS/32 KILOGRAMS AND UP TO 62 LINEAR INCHES/158 LINEAR CENTIMETERS

CARRY ON ALLOWANCE DFWHKG HKGDFW-02 Pieces/ American Airlines 01/UP TO 40 LINEAR INCHES/101 LINEAR CENTIMETERS 01/UP TO 45 LINEAR INCHES/115 LINEAR CENTIMETERS FOCHKG-01 Piece/MF 01/UP TO 11 POUNDS/5 KILOGRAMS AND UP TO 45 LINEAR INCHES/115 LINEAR CENTIMETERS CARRY ON CHARGES FOCHKG-MF-CARRY ON FEES UNKNOWN-CONTACT CARRIER ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY EMBARGOES-APPLY TO EACH PASSENGER DFWHKG HKGDFW-AA PET IN CABIN NOT PERMITTED OVER 100 POUNDS/45 KILOGRAMS NOT PERMITTED

You have purchased a NON-REFUNDABLE fare. The itinerary must be canceled before the ticketed departure time of the first unused coupon or the ticket has no value. If the fare allows changes, a fee may be assessed for changes and restrictions may apply.

You have up to 24 hours from the time of ticket purchase to receive a full refund if you booked at

least 2 days before departure. You must log in on [aa.com](http://aa.com) or Contact Reservations to cancel. Once cancelled, your refund will be processed automatically. [Refund Policy](#)>>.

**Some American Airlines check-in counters do not accept cash as a form of payment. For more information, visit our [Airport Information](#) page.**



Some everyday products, like e-cigarettes and aerosol spray starch, can be dangerous when transported on the aircraft in carry-on and/or checked baggage. Changes in temperature or pressure can cause some items to leak, generate toxic fumes or start a fire. Carriage of prohibited items may result in fines or in certain cases imprisonment. Please ensure there are no forbidden hazardous materials in your baggage like:

Some Lithium batteries (e.g. spares in checked baggage, batteries over a certain size), Explosives / Fireworks, Strike anywhere matches/ Lighter fluid, Compressed gases / Aerosols Oxygen bottles/ Liquid oxygen, Flammable liquids, Pesticides/ Poison, Corrosive material.

There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage, spare lithium batteries for most consumer electronic devices in carry-on baggage, and certain smoking materials carried on your person.

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Traveling with medical oxygen, liquid oxygen, mobility aids and other assistive devices may require airline pre-approval or be restricted from carriage entirely. Passengers requiring these items should contact the airline operator for information on use of such devices.

Electronic tickets are NOT TRANSFERABLE. Tickets with nonrestrictive fares are valid for one year from original date of issue. If you have questions regarding our refund policy, please visit [www.aa.com/refunds](http://www.aa.com/refunds).

To change your reservation, please call 1-800-433-7300 and refer to your record locator.

Check-in lines will vary by departure location. In order to determine the time you need to check-in at the airport, please visit [www.aa.com/airportexpectations](http://www.aa.com/airportexpectations).

If you are traveling internationally, please ensure that you have the proper documentation. All necessary travel documents for the countries being visited must be presented at airport check-in. Check with the consulate of these countries to determine the documents required. Additional information can be found at [International Travel](#).

We place limitations on checked baggage and boxes on some flights to Mexico, the Caribbean and Latin America. To confirm what you can take on your journey please see [Baggage Limitations](#).



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You can obtain additional information on items 1 through 6 above at any U.S. location where the transporting air carrier's tickets are sold. You have the right to inspect the full text of each transporting air carrier's terms at its airport and city ticket offices. You also have the right, upon request, to receive (free of charge) the full text of the applicable terms incorporated by reference from each of the transporting air carriers. Information on ordering the full text of each air carrier's terms is available at any U.S. location where the air carrier's tickets are sold or you can click on the Conditions of Carriage button below.

If you have a customer service issue, please Contact AA..

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NRID: 6256501125540415153602500



Watts, Krista

**From:** American Airlines <no-reply@notify.email.aa.com>  
**Sent:** Wednesday, February 27, 2019 5:07 PM  
**To:** Watts, Krista  
**Subject:** [EXT] AA eTDS Notification-VJSGAE

Reduce ticket from business class to economy.  
Deb was booked business to ensure tickets purchase  
then switched upon calling AA.com directly

Resulted in additional  
charge to upgrade  
President Smarttrak  
to business class

American Airlines



Hello Debbie Rohwer!

Issued: Feb 27, 2019



## Your trip confirmation and receipt

Record locator: **VJSGAE**

YOUR TRAVEL DOCUMENTS ARE BEING SENT UNDER SEPARATE COVER.

[Manage Your Trip](#)

Debbie  
Rohwer



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statement credit + 10,000  
bonus miles after qualifying  
purchases. [Learn More >>](#)

Earn miles with this trip.

[Join AAdvantage >>](#)

Ticket #

## Your trip receipt



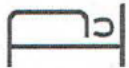
Refund, Master Card XXXXXXXXXX

**Debbie Rohwer**

DOCUMENT NUMBER 0010493162350

REFUND TOTAL

1382.50



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IF YOU HAVE ANY QUESTIONS REGARDING YOUR RESERVATIONS, PLEASE CALL 1-800-433-7300 OR VISIT OUR WEBSITE AT <http://www.aa.com>.

NRID: 6250291711152717022648700

Hotel expense for Dr. Smatresk's stop-over in Hong Kong, in route to Fuzou, China to meet with NetDragon and possible collaboration universities.

**Watts, Krista**

**From:** book@hotel-icon.com  
**Sent:** Friday, March 1, 2019 4:49 PM  
**To:** Watts, Krista  
**Subject:** [EXT] Reservation Confirmation



**It's Confirmed**

**Reservation Confirmation:**

**Tuesday, April 09, 2019 to  
Wednesday, April 10, 2019**

Hotel ICON  
No 17 Science Museum Road,  
Tsim Sha Tsui East, Kowloon,  
Hong Kong



Tel: +852 3400 1688

Fax: +852 3400 1689

E-mail: [book@hotel-icon.com](mailto:book@hotel-icon.com)

Web: [www.hotel-icon.com](http://www.hotel-icon.com)

Facebook:  
[www.facebook.com/hoteliconhk](https://www.facebook.com/hoteliconhk)

Dear Dr Smatresk,

We are pleased to confirm the following reservation and look forward to welcoming you to Hotel ICON. Should you require further assistance, please contact our Reservations department via return e-mail or by calling the number listed above.

**ROOM RESERVATION DETAILS**

Reservation number	51197SB105311
You are	Dr Neal Smatresk
Arriving	Tuesday, April 09, 2019



Departing	Wednesday, April 10, 2019
Your room	ICON 36 Harbour View King
Room description	<p>Ideal for both business and leisure travellers, the ICON 36 room with amazing views of Kowloon is among the most spacious and stylish in Hong Kong.</p> <p><b>AMENITIES AND SERVICES</b></p> <ul style="list-style-type: none"> <li>• King bed</li> <li>• Satellite, i-cable and NOW TV channels</li> <li>• Complimentary in-room mini-bar &amp; snacks (replenished daily)</li> <li>• In-room safe</li> <li>• KEF MUO Audiophile Bluetooth Speaker &amp; GP PowerBank</li> <li>• Nespresso coffee machine</li> <li>• Pillow menu</li> <li>• Sumptuous bath robes</li> <li>• Complimentary wired and Wi-Fi high-speed internet within hotel area</li> <li>• Karuselli chair</li> <li>• Specially programmed Handy Phone with unlimited data: Free calls to 25 countries and free local calls</li> <li>• Complimentary electric shuttle bus service to Tsimshatsui MTR Station and The Sun Arcade</li> </ul>
Number of Rooms	1
Number of Guests	1
Nightly Rate	<p>HKD 2,170</p> <p>per night</p> <p>Subject to 10% service charge</p> <p>Guest own account</p>
Requests and Inclusions	
Method of Guarantee	<p>MasterCard</p> <p>Please present the credit card used to make this reservation upon check-in at the hotel.</p> <p>Please note: If you are booking on behalf of someone else, you must contact the hotel directly to arrange for third party billing.</p>
Arrival Details	<p>Hotel limousine airport transfer by Tesla (Model S) Electric Car can be arranged in advance at HK\$800 per car one way. Please advise if this service is required.</p> <p>Feel free to contact your Concierge personnel at 852 -3400 1025 for any enquiry.</p>
Departure Details	Please provide your Departure details.

#### **ABOVE & BEYOND**

Above & Beyond located on our top floor is indeed a place apart, an Executive Club & Lounge.

Upgrade your stay for exclusive benefits.

Unforgettable cocktails at dusk, watch as the dazzling harbour night world opens up before you or simply enjoy daily breakfast or afternoon tea in our stylish lounge on top of the world.

For details, please contact our Reservation specialist.

Above & Beyond features:

- 24/7 Concierge Service
- Full Breakfast with stunning harbour views
- Afternoon Tea daily with scones and clotted cream 3:00-5:00pm
- Evening unlimited Champagne Cocktails and canapés 6:00-8:00pm
- Use of boardroom
- Lounge all day use

By having a supplement of HK\$1,100+10% single occupancy per night or HK\$1,400+10% double occupancy per night, you will be able to enhance your stay at our Above & Beyond Club with the listed benefits. Please contact us for further information.

#### **How to reach us**

*From the Airport:*

##### Hotel Limousine

Tesla (Model S) Electric Car: HK\$800 per car one way. The maximum capacity is 2 persons and 2 pieces of luggage.

Mercedes Benz W221: HK\$980 per car one way. The maximum capacity is 2 persons and 2 pieces of luggage.

##### Airport Express

Take the Airport Express from Hong Kong International Airport to Kowloon Station, only 21 minutes away. Trains depart at 12 min intervals from 05:50 in the morning to 01:15 after midnight daily. K3 free shuttle bus from Kowloon station to hotel is available from 06:12 in the morning to 23:12 at night daily.

#### **More to Enjoy**

- Unique early check-in and late check-out lounge -- Timeless
- Angsana Spa



- Harbour-facing heated outdoor pool
- Well-equipped 24-hour gymnasium
- High-speed WiFi throughout
- In-room WiFi phones

### **A HOTEL UNLIKE ANY OTHER**

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### **Terms and Conditions**

Non-refundable full prepayment is required upon booking confirmation. Please present the credit card used to make this reservation upon check-in at the hotel. Booking cannot be cancelled or amended once confirmed or cancellation fee equal to the whole stay will be charged. Non-refundable full prepayment is required upon booking confirmation. Please present the credit card used to make this reservation upon check-in at the hotel.

### **Check-in Time**

2:00 pm

### **Check-out Time**

12:00 noon

**Thank you for your reservation.**

**We look forward to welcoming you to Hotel ICON**

This email was sent to [krista.watts@unt.edu](mailto:krista.watts@unt.edu) because you have made a reservation at Hotel ICON.

If you do not wish to receive our marketing promotion messages, please send an email to [media@hotel-icon.com](mailto:media@hotel-icon.com). The privacy and security of your personal information is very important to us. Read our [Privacy Policy](#).

Hotel expense for Dr. Rohwer to stop-over in Hong Kong, in route to Fuzhou China to meet with NetDragon, and possible collaboration universities.

**Watts, Krista**

---

**From:** book@hotel-icon.com  
**Sent:** Friday, March 1, 2019 4:57 PM  
**To:** Watts, Krista  
**Subject:** [EXT] Reservation Confirmation



**It's Confirmed**

**Reservation Confirmation:**

**Tuesday, April 09, 2019 to  
Wednesday, April 10, 2019**

Hotel ICON  
No 17 Science Museum Road,  
Tsim Sha Tsui East, Kowloon,  
Hong Kong



Tel: +852 3400 1688

Fax: +852 3400 1689

E-mail: [book@hotel-icon.com](mailto:book@hotel-icon.com)

Web: [www.hotel-icon.com](http://www.hotel-icon.com)

Facebook:  
[www.facebook.com/hoteliconhk](https://www.facebook.com/hoteliconhk)

Dear Dr Rohwer,

We are pleased to confirm the following reservation and look forward to welcoming you to Hotel ICON. Should you require further assistance, please contact our Reservations department via return e-mail or by calling the number listed above.

**ROOM RESERVATION DETAILS**

Reservation number	51197SB105315
You are	Dr Debbie Rohwer
Arriving	Tuesday, April 09, 2019



Departing	Wednesday, April 10, 2019
Your room	ICON 36 Harbour View King
Room description	<p>Ideal for both business and leisure travellers, the ICON 36 room with amazing views of Kowloon is among the most spacious and stylish in Hong Kong.</p> <p><b>AMENITIES AND SERVICES</b></p> <ul style="list-style-type: none"> <li>• King bed</li> <li>• Satellite, i-cable and NOW TV channels</li> <li>• Complimentary in-room mini-bar &amp; snacks (replenished daily)</li> <li>• In-room safe</li> <li>• KEF MUO Audiophile Bluetooth Speaker &amp; GP PowerBank</li> <li>• Nespresso coffee machine</li> <li>• Pillow menu</li> <li>• Sumptuous bath robes</li> <li>• Complimentary wired and Wi-Fi high-speed internet within hotel area</li> <li>• Karuselli chair</li> <li>• Specially programmed Handy Phone with unlimited data: Free calls to 25 countries and free local calls</li> <li>• Complimentary electric shuttle bus service to Tsimshatsui MTR Station and The Sun Arcade</li> </ul>
Number of Rooms	1
Number of Guests	1
Nightly Rate	<p>HKD 2,170</p> <p>per night</p> <p>Subject to 10% service charge</p> <p>Guest own account</p>
Requests and Inclusions	
Method of Guarantee	<p>MasterCard</p> <p>Please present the credit card used to make this reservation upon check-in at the hotel.</p> <p>Please note: If you are booking on behalf of someone else, you must contact the hotel directly to arrange for third party billing.</p>
Arrival Details	<p>Hotel limousine airport transfer by Tesla (Model S) Electric Car can be arranged in advance at HK\$800 per car one way. Please advise if this service is required.</p> <p>Feel free to contact your Concierge personnel at 852 -3400 1025 for any enquiry.</p>
Departure Details	Please provide your Departure details.

#### **ABOVE & BEYOND**

Above & Beyond located on our top floor is indeed a place apart, an Executive Club & Lounge.

Upgrade your stay for exclusive benefits.

Unforgettable cocktails at dusk, watch as the dazzling harbour night world opens up before you or simply enjoy daily breakfast or afternoon tea in our stylish lounge on top of the world.

For details, please contact our Reservation specialist.

Above & Beyond features:

- 24/7 Concierge Service
- Full Breakfast with stunning harbour views
- Afternoon Tea daily with scones and clotted cream 3:00-5:00pm
- Evening unlimited Champagne Cocktails and canapés 6:00-8:00pm
- Use of boardroom
- Lounge all day use

By having a supplement of HK\$1,100+10% single occupancy per night or HK\$1,400+10% double occupancy per night, you will be able to enhance your stay at our Above & Beyond Club with the listed benefits. Please contact us for further information.

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# Centrally Billed Travel Card (TAC) Statement Reconciliation voucher

TRAVELER	NEAL SMATRESK
EMPL ID	11012038
PERIOD	05/04/19 - 06/03/19
STATEMENT TOTAL	903.78
ACCT	XXXXXXXXXX

Before signing and sending to the UNT Travel office, please be sure ALL transactions have a detailed receipt and a valid chart string.

1. Send this completed and signed document with all receipts and backup to [travelvouchers@untystem.edu](mailto:travelvouchers@untystem.edu)

I certify that the information provided in this document is true and correct.			
Traveler/Cardholder: Neal Smatresk		Additional approval: Lesa Roe	
Signature:  Date 6/20/19		Signature: Lesa B. Roe <small>Digitally signed by Lesa B. Roe Date: 2019.07.05 05:51:48 -05'00'</small> Date	
Account holder: Ruby Raines		Additional approval:	
Signature:  Date 7/5/19		Signature: Date	

NOTES TO TRAVEL DEPT.:

[illegible]

# OMNI HOTELS & RESORTS<sup>™</sup>

dallas

Dr Neal Smatresk  
1112 DALLAS DR. SUITE 4000  
Denton TX 76205 United States

Room No. : 1447  
Arrival : 05-22-19  
Departure : 05-23-19  
Page No. : 1 of 1  
Folio No. : 1224113  
Conf. No. : 1381390  
Cashier No. : 156

## INFORMATION INVOICE

Membership No. :  
A/R Number :  
Group Code :  
Company Name : Government

06-13-19

Date	Description	Charges	Payments
05-22-19	Deposit Transfer		171.74
05-22-19	Valet Overnight	34.00	
05-22-19	Parking Tax	2.81	
05-22-19	Room Charge	149.00	
05-22-19	2% Tourism PID Fee	2.98	
05-22-19	6% State Occupancy Tax	9.12	
05-22-19	7% City Occupancy Tax	10.64	
05-23-19	MasterCard		36.81
	XX/XX		
06-13-19	Adj State Occupancy Tax	-9.12	
	state tax exempt		
06-13-19	MasterCard		-9.12
	XX/XX		
<b>Total</b>		<b>199.43</b>	<b>199.43</b>
<b>Balance</b>			<b>0.00</b>

Parking fees while attending BOR meetings in Dallas.

Thank you for staying at the Omni Dallas Hotel.

555 South Lamar Street  
Dallas, TX 75202  
Tel: 214-744-6664 Fax: 214-979-4595  
Reservations: 1-800-843-6664

## Viet Bites

#07-440

5/22/19, 12:31 PM

Sale

Served by James

Transaction #1088180705221915377

1 x Dine-In	0.00 T
1 x Curry pho (Large, Normal Noodles, Beef combo, Beef pho)	10.75 T
2 x Soft Drink Reg (1.50)	3.00 T
1 x Combo#1 Banh Mi + Cup o'Pho (Dine In)	9.95 T
1 x Combo BM (Pork)	0.00 T
STANDARD VEG	0.00
1 x Fish Sauce	0.00 T
1 x Combo pho bf (Normal Noodles, Beef combo)	0.50 T

Subtotal	24.20
Tax	1.99
<b>Total</b>	<b>26.19</b>

MASTERCARD	29.82
Name	SMATRESK/NEAL
Approval Code	037614

Amount	26.19
Tip	3.63
Total Charged	29.82

I agree to pay the above total amount according to the card issuer agreement.

Signature



1115 W. Hickory St.  
Suite 111  
Denton, TX 76201  
United States  
940-898-1717  
James@VietBites.com

www.vietbites.com

Thank You!

Lunch meeting w/  
David Wolf & President  
to discuss advancement  
strategy

HANABI RAMEN  
501 W. Hickory St.  
Denton, TX 76201  
(940) 320-1800

Server: Upen

Station: 2

Order #: 70421

Dine In

Table B 3

Guests: 3

1 Ancho Ramen	12.00
1 Black Tonkotsu	10.50
1 Chashu don	4.00
1 Age Gyoza	5.00
1 Green tea	2.50
1 Iced tea	2.50
1 Agedashi tofu	4.50

SUB TOTAL:

41.00

TAX:

3.39

TOTAL:

\$44.39

>> Ticket #: 1

5/21/2019 12:44: PM

8.50

52.89

\*\*\*\*\*

15% Gratuity = \$6.15

20% Gratuity = \$8.20

25% Gratuity = \$10.25

30% Gratuity = \$12.30

\*\*\*\*\*



Lunch mtg btw  
President Smatresk,  
VP Debbie Kohner,  
& Faculty member,  
Elizabeth Murakami.  
For recognition of her  
work & discuss on  
going projects & faculty  
interactions.



BOBS STEAK & CHOP HOUSE ON LAMAR  
DALLAS, TX  
(214) 652-4800

20080 Aston

TBL 32/1 CHK 9824 GST 8  
MAY22'19 6:15PM

2 OYSTER BAKE	34.00
1 FILET 12oz	51.00
1 SPLIT	0.00
2 CRAB ENTREE	78.00
1 DUCK	39.00
2 RIBEYE 14oz	88.00
1 FILET 9oz	45.00
1 BRUSSEL SPROUTS	12.00
1 MAC & CHEESE	13.00
1 BROCCOLINI	11.00
2 1/2 WEDGE	10.00
1 BEEFSTEAK	12.00
2 WEDGE SALAD	22.00
2 CAESAR SALAD	22.00
1 COFFEE	3.00
1 HOT TEA	3.00
3 CAPPUCCINO	15.00
1 KEY LIME PIE	9.00
18.00 %	
18% SVC CHARGE	84.06
FOOD SALES	467.00
TIP/CTHER	84.06
TAX	45.46
TOTAL	\$596.52

TABLE# 32/1  
SERVER 20080/Aston  
CHECK# 9824

2019/05/22 07:27:10

\*\*\*\*\*Authorize\*\*\*\*\*

MERC ID:0010600008030723590601

REF No: 523012710 CHIP

CT No: \*\*\*\*\*

EXP: XX/XX

CARD: MASTERCARD

CheckNo:9824

TableNo:32/1

APPROVAL CODE: 046800

EMV Receipt Section

Verification Label: CREDIT

EF3929531D707872

TVR: 0000008000

TV: null

Subtotal: \$596.52

Tip: 6.20

Total: 612.52

SIGNATURE  
CUSTOMER COPY

Dinner meeting btw President + Cabinet members in preparation for Board of Regents meeting the following day. No one under 21 was in attendance or served alcohol.

Attendees included: President Smarttress, Deb Kohner, Jennifer Cowley, Adam Fein, Clay Simmons, Joanne Woodard, Elizabeth Smith

# OMNI HOTELS & RESORTS<sup>®</sup>

dallas

Dr Neal Smatresk  
1112 DALLAS DR. SUITE 4000  
Denton TX 76205 United States

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	XX/XX		
06-13-19	Adj State Occupancy Tax	-9.12	
	state tax exempt		
06-13-19	MasterCard		-9.12
	XX/XX		
Total		199.43	199.43
Balance			0.00

Overnight stay to attend day of BOR mtgs in Dallas,  
& host dinner mtg w/ Cabinet the night prior.  
Hotel tax refunded on June statement

Thank you for staying at the Omni Dallas Hotel.

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Dallas, TX 75202  
Tel: 214-744-6664 Fax: 214-979-4595  
Reservations: 1-800-843-6664